



**MUNICIPALITY OF MIDDLESEX CENTRE**  
**Deputy Chief Building Official/By-law**  
**Enforcement Officer**

Middlesex Centre is a lower-tier municipality located within the geography of Middlesex County and has a population of approximately 17,000 over an area of 587.22 sq. kilometres. It was formed on January 1, 1998 with the amalgamation of the former Townships of Delaware, Lobo, and London. While predominantly a rural municipality, Middlesex Centre enjoys both urban and rural amenities. With a steady growth rate projected in the next 20 years, Middlesex Centre is a growing municipality ready to welcome both residents and businesses to a sustainable and livable community.

The Municipality is seeking a qualified individual to join our Planning and Development Services Department as a Deputy Chief Building Official and By-law Enforcement Officer.

**Position Summary**

As a member of the municipal Planning and Development Services team the Deputy Chief Building Official/By-Law Enforcement Officer, as directed by the Director, Planning and Development Services, carries out inspection, enforcement and administrative duties under building codes, Municipal by-laws, and related legislation, regulations and directives, investigating and attempting to resolve problems, referring complex or contentious situations to the Director, and maintaining liaison with a wide variety of groups and individuals. In the absence of the Chief Building Official, carries out the responsibilities and duties of the Chief Building Official as they relate to Building / By-Law Enforcement and as required, assists the Chief Building Official with his or her everyday responsibilities and duties.

**Preferred Qualifications**

- Three (3) year post-secondary college diploma in Architectural Technology, Civil Engineering, a similar university degree, or closely related field.
- Successful completion of some or all of the Ontario Ministry of Municipal Affairs and Housing Building Inspector qualifications including the Chief Building Official (Legal), House, Small Buildings, Large Buildings, Complex Buildings, Building Services, HVAC House, Plumbing – All Buildings, Detection, Lighting and Power, Fire Protection, Onsite Sewage Systems and Building Structural exams, and any further regulatory requirements as described under the Building Code Act.
- At least 7 years in the construction industry or similar experience in building inspections and/ or bylaw enforcement experience.
- Certified Building Code Official Designation (CBCO).
- Additional variety of related courses relating to building, by-law enforcement and conflict management.
- A current valid class G drivers licence.
- Computer literacy using database systems and processing programs.
- Knowledge and understanding of the current Ontario Building Code and Building Code Act.
- Thorough organizational skills.
- Previous experience in preparing information for, and appearing to testify as an expert in the field of building inspection or as a By-law Enforcement Officer, at hearings and tribunals such as the Ontario Municipal Board, Building Code Commission and Provincial Court.

Please refer to our website for a full job description [www.middlesexcentre.on.ca](http://www.middlesexcentre.on.ca). Salary range for 2017 is \$37.23/hr to \$43.56/hr with a 37.5 hour work week and a comprehensive benefits package is included.

---

To apply for this position, please submit a resume outlining qualifications and experience by 4:30pm on Monday, May 8<sup>th</sup> 2017 to:

Arnie Marsman, CBCO  
Director of Planning and Development Services and Chief Building Official  
Municipality of Middlesex Centre  
10227 Ilderton Road, RR2 Ilderton, ON N0M 2A0  
[marsmana@middlesexcentre.on.ca](mailto:marsmana@middlesexcentre.on.ca)

Middlesex Centre is an equal opportunity employer and is committed to inclusive, barrier-free recruitment and selection processes and work environments. Please advise us of any accommodations needed to ensure your access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially.

We thank all applicants who apply, but only those applicants to be interviewed will be acknowledged. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for candidate selection purposes only.