

NORTH GLENGARRY NORD



Township of North Glengarry

Deputy Chief Building Official

The Township of North Glengarry is a full service municipality with over 10,000 residents, within an hour of both Ottawa and Montreal. With a perfect mix of rural lifestyle, impressive cultural and recreational amenities and easy access to larger centres, North Glengarry is a perfect place to raise a family and build a career.

Reporting to the CBO / Planning Director, the Deputy CBO is responsible for performing plans examinations, processing building permit applications, conducting building inspections as well as enforcement and communication of the municipal property standards by-law.

The ideal candidate would be fluently bilingual, certified by the Ministry for inspections and possess superior written and interpersonal skills as well as a proven ability to perform in a dynamic environment with tact and diplomacy. Based on succession planning, the role of Deputy CBO may develop into the Township's CBO over time.

Salary: Salary may vary based on qualifications of the successful candidate. 2017 salary range for the position will be \$67,203 to \$77,151 / year with a comprehensive municipal benefits package.

Qualifications:

- Minimum three (3) years' experience working in a building inspector capacity in a municipal government environment or an acceptable equivalent experience
- Successful completion of the provincially mandated examination program administered by the Ministry of Municipal Affairs and Housing related to Power and Duties of a CBO/RCA
- A post-secondary education in architectural technology or construction engineering technology an asset.
- Ability to perform intermediate math calculations and read and interpret blueprints, site plans, and grading plans.
- Excellent interpersonal, public relations and communication
- Excellent time management, record-keeping and computer literacy skills required
- Valid "G" Level Driver's Licence in good standing
- Bilingualism would be a significant asset.

Application Process: All interested applicants must forward a cover letter and resume by 3:00 p.m. (EST) Friday, June 30, 2017 via regular mail or email. Only those selected for an interview will be contacted.

Att. CAO / Clerk – Daniel Gagnon Re. Deputy CBO position
cao@northglengarry.ca

90 Main Street South Alexandria, Ontario K0C 1A0

The Township of North Glengarry is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. Personal information is being collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act* and will be used only for candidate selection. Questions about this collection should be directed to the attention of the CAO at the address shown.