

Plumbing and Mechanical Plan Examiner

This is a key role within the City of Toronto, calling for a plumber, mechanical technician or similarly skilled individual who can ensure safe building practices through effective plan examinations, site inspections and technical advice.

As a **Plumbing and Mechanical Plan Examiner**, reporting to the Manager, Plan Review, you will examine plans submitted for approval, to ensure compliance with building codes pertaining to plumbing, HVAC systems, and other regulations and related by-laws. Along with your technical knowledge and experience, you will draw upon your ability to support and promote a workplace culture of equity, diversity and respect.

MAJOR RESPONSIBILITIES

Your primary duties as a Plumbing & Mechanical Plan Examiner will be varied, but you'll be expected to:

- Examine, correct, sign and approve plans dealing with plumbing and HVAC systems, and review associated calculations and specifications for compliance with the Ontario Building Code and related regulations, within the timeframes specified in the legislation
- Ensure materials and methods of construction meet approval standards of accepted construction practices
- Prepare examiners' notices, document examination details, input and update the divisional database
- Respond verbally and in writing to enquiries from the general public, contractors, architects and engineers regarding interpretations of by-laws, regulations and City/divisional procedures
- Liaise with applicants, owners, other divisions, agencies and levels of government
- Calculate permit fees and applicable charges
- Approve applications for permit issuance
- Maintain records and answer queries respecting plumbing and HVAC systems
- Advise inspection staff on related permit applications
- Perform site inspections on construction problems and provide technical advice
- Appear and give evidence in Court and the Ontario Building Code Commission on Building Code and other regulations and on plumbing and HVAC matters
- Represent the Division at various committees and meetings
- Train and mentor staff

KEY QUALIFICATIONS:

Your application for the role of **Plumbing and Mechanical Plan Examiner** must describe your qualifications as they relate to:

1. Post-secondary diploma/certificate in a discipline pertinent to the job function such as Mechanical Technology/Technician, with electives taken related to HVAC and plumbing systems operations and installations.
2. Holding, or being in the process of obtaining, all courses necessary in the following categories per the Ontario Ministry of Municipal Affairs: Building Services, Plumbing - All Buildings & General Legal/Process or Powers and Duties of a Chief Building Official.
3. Experience reading and interpreting plans, specifications and data sheets pertaining to both HVAC systems and plumbing system installations for compliance with the Ontario Building Code, ASHRAE standards, HRAI Design Manuals, NFPA Standards, the Ontario Water Resources Act and Regulations, the Public Health Act and Regulations and the Environmental Protection Act and Regulations as they relate to both HVAC and plumbing systems.

You must also have:

- Knowledge in the design, operations and installations of heating, ventilation, air conditioning, site services and plumbing systems.
- Knowledge of on-site sewage systems.
- Excellent customer service skills.

- Good oral communication skills with the ability to submit oral evidence in court.
- Good written communication skills with the ability to prepare accurate written reports.
- Knowledge of, and ability to apply, the Ontario Occupational Health and Safety Act and Regulations relevant to plumbing installations and building construction.
- A valid Ontario Class G Driver's Licence, and the ability to qualify for a City Equipment Operator's Permit, as required.
- Ability to support the Toronto Public Service values to ensure a culture that champions equity, diversity and respectful workplaces.

ASSET:

- Possession of a Provincial Plumbing Certificate with extensive experience in the trade would be an asset.

Wage Range: \$39.85 - \$43.66 per hour

Work for the City you love

Toronto is Canada's largest city, the fourth largest in North America, and home to a diverse population of about 2.8 million people. It is a global centre for business, finance, arts and culture, and is consistently ranked one of the world's most livable cities. Join the award-winning Toronto Public Service as a Plumbing and Mechanical Plan Examiner within our Toronto Building Division.

How to Apply:

For more information on this and other opportunities with the City of Toronto, visit us online at www.toronto.ca/jobs. To apply online, submit your resume, quoting **File #2278146 X**, by **July 20, 2017**.

Please note that all applicants are encouraged to provide a valid email address for communication purposes. Applicants may receive written correspondence regarding this job posting directly to the email address provided on their resume or to the one used to set up their Candidate Profile if applying on TalentFlow. As an applicant, it is your responsibility to ensure that you check your email regularly.

The City of Toronto is committed to fostering a positive and progressive workforce that is representative of the citizens we serve. We will provide equitable treatment and accommodation to ensure barrier-free employment. In accordance with the Ontario *Human Rights Code*, the *Accessibility for Ontarians with Disabilities Act* and the [City of Toronto's Accommodation Policy](#), a request for accommodation will be accepted as part of the City's hiring process.

If you are invited to participate in an assessment process, kindly provide your accommodation needs in advance. Please be advised that you may be requested to provide medical/other documentation to Human Resources to ensure that appropriate accommodation is provided to you throughout the hiring process.