



JOB POSTING NOTICE

Building Inspector II

Planning and Building Services - CUPE Local 157

SUMMARY OF DUTIES:

Examine plans and specifications as well as inspect at specific stages for the construction, alteration, renovation and demolition of all classifications of building to enforce compliance with the Ontario Building Code and Regulations and relevant Municipal By-laws for the purpose of permit issuance. Investigate building code complaints and issue building orders where necessary.

DUTIES AND RESPONSIBILITIES:

(These set out the principal functions of the position, and shall not be considered as a detailed description of all the work requirements.)

- Examine plans and specifications as well as inspect at all stages the construction of all classifications of buildings (eg. residential, commercial, industrial, etc.) to enforce compliance with the Ontario Building Code and Regulations, to ensure public life safety, structural and environmental health of buildings and to recommend issuance of permits.
- Evaluate equivalent materials or alternative measures to achieve compliance with the applied design specifications.
- Review and receive plans, specifications and other related documents and take applications for permits. Answer inquiries, explain building regulations and give guidance respecting construction of buildings.
- Investigate damage (eg. sewage backups, grow operations, fire etc.) for non-compliance and/or unsafe conditions to determine the appropriate remedial action in accordance with provincial legislation.
- Enforce compliance with Municipal By-laws as well as applicable authorities (eg. Ministry of Transportation of Ontario (MTO), Niagara Escarpment Commission (NEC) etc.).
- Negotiate and facilitate resolution of conflicting interests between departments and outside agencies (eg. MTO, etc.), contractors, designers and property owners, as necessary.
- Issue Orders respecting contraventions of the Building Code and Regulations, Municipal By-laws, etc., to include investigating and reporting on complaints. Check on corrective action and take necessary steps to ensure compliance, including recommending legal action and appearing in Court to provide expert evidence on any prosecutions that have resulted from non-compliance of the Order.
- Maintain accurate and up-to-date records of inspections and evidence. Prepare necessary records, reports and legal briefs for prosecutions.
- Prepare reports for approval providing technical advice and recommendations.
- Represent the Building Division on internal and external committees, as required.
- Ensure correct fees and all fees have been paid prior to issuance of permit.
- Perform other similar and related duties, as required.

POSITION REQUIREMENTS:

- College Diploma (three (3) year) in civil, construction engineering, architectural technology or related discipline.
- Three (3) years recent responsible experience in building construction.
- Hold and maintain qualifications to be a building inspector as required by the Ontario Building Code Act and Ontario Building Code Regulations in the following categories General/Legal/Process, House, and Small Buildings Large Buildings, Complex Buildings and Building Structural.
- Membership in the Ontario Association of Certified Engineering Technologists and Technicians or the Association of Architectural Technologists of Ontario.
- Hold and maintain the designation of Certified Building Code Official as granted by the Ontario Building Officials Association.
- A CET designation as granted by OACETT or a MAATO as granted by AATO is considered to be an asset.
- Demonstrated knowledge of the Ontario Building Code Act and Regulations regarding all types of construction as well as a basic knowledge of mechanical, electrical and structural engineering design principles as related to building construction.
- The ability to read and comprehend detailed construction drawings and site plans.
- Well-developed communication skills and excellent customer service skills with the ability to liaison with key external and internal stakeholders.
- Strong problem solving and decision making skills and the ability to function effectively with minimal supervision.
- Possess a working knowledge of micro-computer systems, including use of AMANDA software.
- Availability to work flexible hours.
- Ability to meet the physical requirements (i.e. field inspections) of the job.
- A demonstrated commitment to enhancing a safety culture.
- Valid Ontario Driver's licence, Class "G", with a clean driving record and willing to utilize personal vehicle for Corporation business.

Pay Group 9 – Minimum \$63,260 annually; Maximum \$71,044 annually

Expected Work Location: City Hall

Hours of Work: Currently Monday-Friday 8:30-4:30.

Application Deadline: Monday, September 4, 2017 – 11:59PM

Applications will be accepted online at www.stcatharines.ca/jobs. Please reference the recruitment number **2017-182** in your cover letter. Applications received any other way will not be accepted.

The City of St. Catharines is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Division to ensure your accessibility needs are accommodated throughout this process.