

Town of Caledon

make a difference



Job Title: Plans Examiner, Mechanical

Closing Date: April 27, 2018

Town of Caledon is a dynamic municipality that successfully balances urban, rural and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can **make a difference**.

The Opportunity

Reporting directly to the Supervisor, Plans Examination/Deputy CBO, this role is responsible for assisting the Supervisor, Plans Examination/Deputy CBO and providing building and mechanical plans review of permit applications, to ensure that the intended construction is carried out in accordance with the requirements of the Building Code Act (BCA), the Ontario Building Code (OBC), Town By-laws and Applicable Law.

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The Ideal Candidate

We are seeking a professional with a post-secondary degree/diploma in Architectural or Engineering Technology, or a closely related field. Our ideal candidate has a minimum of 5 years of experience, preferably in a municipal regulatory environment, conducting inspections; demonstrated leadership skills are an asset. The ideal candidate will ensure that the statutory duties and enforcement of the BCA, OBC, Town By-laws and Town policies and procedures are carried out with competence and professionalism.

We are seeking an individual who will lead timely issue-resolution initiatives arising from any complaints and/or inquiries and prepare closing reports to the Supervisor, Plans Examination/Deputy CBO and Manager, Building Services/CBO. This individual will provide interpretation, mediate, and resolve Code related issues for both internal and external clients, and resolve sensitive and complex issues with guidance from the Supervisor, Plans Examination/Deputy CBO.

The ideal candidate will meet the MMAH qualifications in all categories of certification for Mechanical Examiner (Plumbing/HVAC), with the requirement that certification must be obtained prior to hire or within a reasonable time as set out by the Manager, Building Services/CBO.



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Notwithstanding the above, candidates who do not fulfill all of our requirements may be considered in a Development Status capacity. Satisfactory passing of a criminal record check and proof of qualifications will be required of any successful candidate(s) for this position.

How To Apply

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers

If needed and upon request, this document can be made available in an alternative format.



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