

## Building Inspector I - Special Investigator



<b>Job Title</b>	Building Inspector I - Special Investigator
<b>Employer</b>	The City of Markham
<b>Location</b>	Markham, ON, CA
<b>Salary Range</b>	CAD 71,329 to 80,146 Annually
<b>Worker Category</b>	Regular, Full-time

The City of Markham is a dynamic and change-oriented leader among Canadian municipalities. The recipient of multiple environmental awards, we are recognized for our innovative sustainability and urban planning initiatives as much as for our fiscal accountability. More than 320,000 residents call Markham home and benefit from our rich heritage, culturally diverse environment, vibrant local economy and focus on quality of life.

Applications are now being received for the above position in the Building Standards Department, Development Services Commission. While all applications will be received, current members of CUPE 905 (Inside workers) will be given first consideration. To apply for this position, please submit your resume and cover letter online by **July 29, 2018** at:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=395d5b86-5b10-4549-8218-9c9e84e8006c&jobId=247887&lang=en\\_CA&source=CC3&cclid=19000101\\_000001](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=395d5b86-5b10-4549-8218-9c9e84e8006c&jobId=247887&lang=en_CA&source=CC3&cclid=19000101_000001)

Reporting to a Field Supervisor and Trainer, your primary duties will be to carry out SPECIAL INVESTIGATIONS to ensure compliance with the Ontario Building Code and Act.

*Please note: you will not need to re-apply if you have already submitted you application.*

### **Duties will include:**

- Responding to general public concerns
- Responding to councilor concerns
- Issuing Unsafe Orders
- Tracking illegal construction and issuing Orders to Comply
- Initiating legal action and leading evidence in court
- Inspecting new and faulty septic systems
- Conduct research into new products, materials and construction techniques
- Assist with building inspections
- Respond to new home purchaser's concerns
- Arrange for technical guest speakers for inspection monthly meetings
- Maintain the Building Investigation Program in AMANDA
- Review General Review Reports submissions

- Develop and maintain the Builder Tips to address new Building Code requirements

You will co-ordinate the Occupancy and Completion of all building permit project files. Your duties will include;

- Review 'dormant' building permit project files to ascertain the status of completion,
- Determine the occupancy legality of buildings
- Issue correspondence, field review reports and Orders in accordance with established practices whenever contraventions or illegal occupancies are discovered,
- Review building permit project files for completeness prior to submission to the Manager,
- Carry out site inspections to determine the occupancy or completeness status of a building permit project,
- Perform other duties as assigned.
- Field reports and orders in accordance with established practices whenever contraventions are discovered.
- When necessary, carry out site inspections of housing construction including building, mechanical, plumbing and on-site sewage systems to ensure compliance with the Ontario Building Code (OBC), Municipal By-Laws and other applicable law.

#### **Requirements:**

- College diploma in Architecture or related diploma at technologist level;
- A minimum 4 years related building construction, plumbing or HVA/C experience
- Eligible for membership in AATO, OACETT, PEO or OAA
- successful completion of provincially mandated examination program administered by Ministry of Municipal Affairs & Housing relating to:
  - Building Code Act & the OBC, and
  - In the categories of qualifications that correspond to the types of buildings that will be inspected as set out in the OBC, such as General Legal, House, HVAC House and Plumbing House.
- Excellent working knowledge of OBC: ability to read/interpret plans/specifications; commitment to providing quality customer focused service working in team environment
- Excellent communication & computer skills; ability to work on own initiative
- Objective based code knowledge an asset
- Driver's license & use of personal vehicle for business purposes required (car allowance will be provided and mileage is eligible for reimbursement)
- **Service Excellence:** Meets or exceeds service standards when interacting with customers in the community and in the organization.
- **Change & Innovation:** Responds positively and professionally to change and helps others through change.
- **Teamwork & Relationship Building:** Interacts with others in an inclusive, collaborative and respectful way that creates effective working relationships.

- **Communication:** Communicates in a clear, professional and respectful way; demonstrates active listening.
- **Accountable & Results Oriented:** Demonstrates ethical behaviour and accountability, aligns with City values, and abides by relevant policies and legislation.
- **Management & Leadership:** Demonstrates self-management, professionalism and engagement; leads by example.

The City of Markham is committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs. We thank all those applicants who have applied however only those applications selected for an interview will be contacted.

Please respect our scent free area by not wearing scented products when visiting the office.