

Position: Municipal Building Official II-Mechanical Specialist	Status: Regular, Full Time	Competition Number: 18-25
Pay Band: F	Salary/Hourly Range: \$72, 376 - \$90,470 per annum	Hours of Work: 35 hours/week
Division: Building Standards	Department: Integrated Planning & Public Works	Work Location: Waterloo City Hall

Position Description:

A full-time opportunity exists for an experienced person to fulfill a new role in the Building Standards Division of a Mechanical Specialist to undertake the duties of an inspector as defined in the Building Code Act, under the supervision of the Chief Building Official. The role entails integrating a new program related to the plans examination and inspection of mechanical and energy efficient systems including the building envelope, primarily for large and complex buildings to verify compliance with the Building Code Act, the Building Code and other applicable law as defined in the Code

Accountabilities:

- Conduct plans examinations and inspections related to the scope of work identified in the program developed on large and complex buildings
- Assist the management team in drafting new policies, procedures related to mechanical code compliance and resource conservation
- Assist the management team in providing guidance and training to the plans examination and inspection teams as applicable on the program, policies and procedures
- Conduct independent analyses, interpretations and conclusions
- Work independently and report difficult, complex or unusual matters to the Management team
- Resolve any code deficiencies with design professionals or builders and ensure permits are issued and inspections are completed within the mandated timeframes
- Answer Building Code inquiries from design professionals, builders and the general public
- Engage the public in education and training sessions related to changes in the permit process and building code changes
- Verify all applicable approvals from other levels of government and authorities
- Provide assistance to inquires relating to the building permit and inspection process
- Keep outstanding records of activities and report workload conflicts to the Management team
- Participation and travel as a member on related committees such as Green Building Council of Canada, local ASHRAE chapter, Mechanical Services Advisory Committee may be required
- Undertake special projects as required by the Management team

Minimum Qualifications:

- Preference will be given with candidates with a background and interest in Mechanical systems and Energy Efficiency
- A post-secondary degree or diploma from a Construction Engineering Technology program or equivalent specializing in mechanical systems
- A minimum five (5) years related construction experience specializing in mechanical systems and energy conservation
- Must have proven experience on mechanical design and/ or conducting inspections
- Must be qualified under the Building Code Act (or obtain qualifications within an agreed upon time period) in the following categories: Legal General, Small Buildings, Complex Buildings, Building Services, Plumbing - All Buildings
- Working knowledge of the Building Code Act and Building Code particularly in Part 3 Fire Protection, Occupant Safety and Accessibility, Part 5 Environmental Separation, Part 6 Heating, Ventilation and Air-Conditioning, Part 7 Plumbing, Part 11 Renovation, Part 12 Resource Conservation and Environmental Integrity as well as Supplementary Standards SB-4, SB-10 and SB-12 would be considered an asset
- Working knowledge of ANSI/ASHRAE/IES Standard 90.1, Energy Standard for Buildings Except Low-Rise Residential Buildings, the Model National Energy Code for Buildings, and the National Energy Code for Buildings
- Working knowledge of Microsoft Suite, AMANDA, Building Energy Modeling Software such as EE4, RETScreen International, HOT2000 and eQuest would be considered an asset
- Experience in developing plans programs to assist in confirming compliance with the building code related to mechanical systems and energy efficiency requirements
- Ability to apply advanced analytical strategies to solve complex Code matters by developing solutions based on a consideration of existing and acceptable practices and their application
- Demonstrated effective communication and listening skills to identify problems and solutions
- Experienced in initiating courageous conversations with tact and discretion in the interest of maintaining healthy and respectful internal and external relationships
- Ability to maintain a positive outlook and constructive attitude when facing adversity
- Must be a reliable self-starter, requiring minimal supervision, with excellent organizational and record-keeping skills

- Experience issuing orders and preparing for court would be considered an asset
- Must hold a valid Class “G” license with a good driving record
- A satisfactory Police Information Check will be required as a condition of hire

Online Application Process

Interested and qualified candidates must submit their resume through the online application process. For posting and application details please visit www.waterloo.ca/careers/

Job Eligibility

All qualified City of Waterloo employees may apply, however during the selection process there is a specific sequence that will be followed. Members of the City of Waterloo Staff Association who have completed their probationary period in their most recent position will be considered first for this posting.

The City of Waterloo is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

Posting Date: October 24, 2018

Closing Date: November 23, 2018 at 4:00 PM
