



CITY OF TORONTO

BUILDING INSPECTOR GENERALIST

Job Classification Title	INSPECTOR GENERALIST
Requisition #	2318700 X
Division	Toronto Building
Section	Various
Work Location	VARIOUS - SEE BELOW
Job Location	Canada-Ontario-Toronto
Job Stream	Buildings/Facility Operations
Job Type	Permanent, Full-Time
Salary/Rate	\$42.89 - \$47.01 / Hour
Hours of Work (bi-weekly)	70.00
Shift Information	Monday to Friday, 35 Hours per Week
Affiliation	L79 Full-time
Number of Positions Open	7
Posting Date	06-Feb-2019
Expiry date	27-Feb-2019

Job Description

To learn more about this opportunity and other career options, you are invited to attend a Recruitment Open House with the City of Toronto. The Toronto Building Division along with the City Planning Division have joined to host this exciting event on Wednesday, February 20, 2019, from 5:00 PM to 8:00 PM. The event will take place in the Atrium at the City of Toronto Archives, 255 Spadina Road.

Job Summary:

Inspector Generalist conducts site inspections of small buildings and houses at mandatory stages of construction to check and enforce compliance with the reviewed permit documents, the Ontario Building Code, and related legislation.

Inspector Generalist Infill/Dedicated Housing Construction conducts inspections of residential infill housing projects and follows up on open (dormant or stale) building permits to check and enforce compliance with the reviewed permit documents, the Ontario Building Code, and related legislation.

Major Responsibilities:

- Inspects construction and demolition for compliance with the reviewed permit plans, the Ontario Building Code, referenced standards and applicable law, within the building, plumbing, and HVAC disciplines, within the timeframes specified in the legislation.
- Organizes workload, schedules inspections, and documents inspection results, including the collection and attachment of photographs, documents, and reports in the Division's computerized records management and tracking system.
- Provides instruction to contractors, architects, engineers and the public on the regulations and compliance matters as they relate to building construction, and construction-related by-laws, and investigates complaints.
- Reviews plans and specifications from all disciplines to ensure overall compliance with the Ontario Building Code, as required.

- Verifies existing site conditions on permit drawings and/or information on municipal addresses, Committee of Adjustment and Toronto Local Appeal Body or Ontario Municipal Board decisions.
- Inspects and co-ordinates with other divisions and outside agencies to determine compliance with planning agreements.
- Investigates complaints regarding contraventions of statutes, regulations, and by-laws (e.g. noise, civil disputes).
- Advises Ministry of Labour of unsafe working conditions or sites, and participates in investigations.
- Inspects fire-damaged or unsafe buildings to determine the extent of damage and need for repairs/replacement.
- Inspects structural collapses and collaborates with other agencies involved.
- Inspects and prepares evidence for presentation before the courts. Represents the City in civil litigation.
- Inspects signs for compliance with the Ontario Building Code and Sign By-Law(s) and issues notices of non-compliance for contraventions of the Sign By-Law.
- Prepares court briefs, and appears and gives evidence in court on charges under the Building Code Act.
- Responds to applications and gives evidence before the Building Code Commission, Toronto Local Appeal Body on the Ontario Building Code Act, the Ontario Building Code and other applicable laws.
- Responds to enquiries from the public concerning requirements of the Ontario Building Code and applicable laws affecting new construction.
- Issues Orders and Notices of Violation (Ticket Offence Notices) in response to deficiencies.
- Attends meetings with the public and members of Council. Liaises with other divisions, provincial bodies, agencies and organizations regarding regulations and compliance.
- Inspects for partial occupancy and full occupancy clearances.
- Inspects to determine Building Code and applicable law compliance for liquor licence applications.
- Prepares detailed and accurate reports. Reviews consultants' field reports for accuracy and completeness.
- Verifies that materials and methods of construction meet approved standards and construction practices.
- Inspects on-site materials and conditions to ensure compliance with the Ontario Building Code.
- Monitors outstanding orders, initiates pre-court hearings and recommends that legal action be taken.
- Issues Orders to Comply when infractions of regulations are found and gives evidence in court when legal action is required to obtain compliance.
- Liaises with City Councillors, other divisions, community groups, agencies, other levels of government and other bodies.
- Approves alternative design and equipment substitutions that vary from the reviewed permit documents.
- Makes recommendations to improve divisional policies, procedures and practices.
- Contributes to special teams to work on divisional projects.
- Represents the Division at various committees and meetings.
- Trains and mentors staff.

Key Qualifications:

Your application must describe your qualifications as they relate to:

1. Post-secondary degree or diploma in a discipline such as architectural technology, building science, or civil engineering technology, or an equivalent combination of education and experience.
2. Considerable experience with performing building inspections of houses and small buildings or related experience in the construction and renovation industry.
3. Considerable experience with reviewing construction drawings and permit drawings for houses and small buildings.

You must also have:

- Must possess, or be able to pass the tests for, the following Ministry of Municipal Affairs BCIN qualification requirements for building officials: General Legal, Small Buildings, Plumbing – All Buildings, Building Services and Building Structural.
- Thorough knowledge of the Ontario Building Code, Ontario Building Code Act, including HVAC and Plumbing systems, and other applicable legislation/construction standards.
- Considerable knowledge of the work performed by the various professionals and sub-trades on a construction project.
- Knowledge of, and ability to apply, the Ontario Occupational Health and Safety Act and Regulations relevant to building construction.
- Knowledge of Part 9 buildings.
- Knowledge of the responsibilities and the jurisdiction of other Departments, Provincial and Toronto Agencies.
- Knowledge of the construction of all types of buildings.
- Ability to read and interpret plans, specifications, codes and by-laws.
- Good written communication skills with the ability to prepare concise, detailed and accurate reports, and correspondence and operate a computer.
- Good oral communication skills and the ability to submit oral evidence in court.
- Ability to deal effectively and courteously with customers, the general public and all levels of staff by telephone, in person and in writing.
- Ability to train and mentor inspection staff
- Skill in the use of computer technologies.
- Good interpersonal, problem-solving and conflict management skills.
- Ability to plan, organize and manage work with minimal supervision and complete assigned duties accurately and within timelines.
- Ability to handle confidential and sensitive information with discretion and tact.
- Physical capability of performing required duties and ability to work in all weather conditions.
- Must possess, and be able to maintain, a valid Ontario Class "G" Driver's Licence and access to a properly insured vehicle.
- Ability to support the Toronto Public Service values to ensure a culture that champions equity, diversity and respectful workplaces.

Number of Positions Open and Work Locations Information:

- **Six (6) permanent vacancies located at North York Civic Centre, 5100 Yonge Street**
- **One (1) permanent vacancy located at 95 The Esplanade**

Equity, Diversity and Inclusion:

The City of Toronto is committed to fostering an inclusive, accessible environment where all employees and members of the public feel valued respected and supported. We are dedicated to building a workforce that reflects the diversity of the public and the communities in which we live and serve.

Accommodation:

If you are an individual who requires accommodation to apply to this position, due to disability under the Ontario Human Rights Code, please email us at applacomodation@toronto.ca, quoting job ID #2318700X and the job title. The City is committed to providing Code-protected accommodation throughout its hiring process. Please visit [Hiring Policies and Statements](#) for further details.

How to Apply for this Opportunity:

Interested candidates must apply online, go to www.toronto.ca/jobs, click on "**Current Opportunities**" and follow the instructions to view, register and apply online. You will only receive confirmation of your application if you apply online.