



CITY OF TORONTO

MANAGER INSPECTION SERVICES BUILDING

Job Classification Title	MANAGER INSPECTION SERVICES BUILDING
Requisition #	2320155 X
Division	Toronto Building
Section	Toronto Building Inspection
Work Location	SCARBOROUGH CIVIC CENTRE, 150 BOROUGH DRIVE
Job Location	Canada-Ontario-Toronto
Job Stream	Buildings/Facility Operations
Job Type	Permanent, Full-Time
Salary/Rate	\$109,600.40 - \$128,765.00 / Year
Hours of Work (bi-weekly)	70.00
Shift Information	N/A
Affiliation	Non-Union
Number of Positions Open	1
Posting Date	14-Feb-2019
Expiry date	28-Feb-2019

Recruitment Open House(2019 Career Fair):

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 together 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.

Please note:

The Salary/Rate (Hourly) reflects the 2018 rates.

Job Summary:

Reporting to the Director and Deputy Chief Building Official, the Manager Inspections Services will provide professional building inspection services for safeguarding life, health and safety of the community while ensuring compliance with the Ontario Building Code and other building related regulations and By-Laws.

- Develops and implements detailed plans and recommends policies regarding program specific requirements
- Manages, motivates, hires and trains the unit's staff, ensuring effective teamwork, high standards of work quality and organizational performance, continuous learning and encourages innovation in others
- Supervises the day to day operation of all assigned staff including the scheduling, assigning and reviewing of work. Authorizes and controls vacation and overtime requests. Monitors and evaluates staff performance, evaluating compliance with established service level, approves salary increments and implements disciplinary action when necessary

- Develops, recommends and administers the annual budget for the unit, and ensures that the unit's expenditures are controlled and maintained within approved budget limitations
- Manages the delivery of structural, architectural and building services inspections mandated by provincial statutes and regulations respecting the safety of buildings
- Manages the training, conduct and monitoring of the health and safety of inspectors, working on potentially high risk construction sites
- Provides immediate on-site emergency response to structural failures and building emergencies on a 24-hour, 7-day basis. Directs emergency personnel, engineers and construction crews to resolve unsafe conditions threatening public safety. Hires consultants and contractors and directs work to immediately correct hazardous and unsafe conditions posing a threat to public safety. Executes such contracts on site immediately and ensures compliance
- Manages a team of technical and non-technical staff to respond to a broad range of demands from the regulation of the building industry involving complex building and mechanical systems and services
- Evaluates professional reports and makes decisions on contentious technical site conditions
- Forecasts industry trends and, with counterparts across the City, recommends the assignment of Divisional resources and service levels to meet shifts in the industry's high volume demands. Recommends service level adjustments and budget requirements in response to change in workloads
- Mediates and resolves matters arising from non-compliance
- Responds to third-party interests affected by construction
- Represents the City's interests in crisis situations involving corporate liability. Develops a strategy of defence and provides expert opinions at discovery in civil litigation
- Manages the preparation of crown briefs, launches injunctive and contempt of court action to facilitate successful prosecutions
- Interprets statutes, technical regulations and by-laws and directs inspectors on implementation
- Leads and/or participates on Divisional committees responsible for the development of policies and procedures to improve efficiencies and respond to changes in the industry related to the Ontario Building Code and systems technology for building products
- Communicates with and advises Council members; represents the City and the division at committee and constituency meetings
- Liaises with other City divisions and outside agencies on matters relating to Building Code, Zoning, development and related inspection issues
- Participates as a member of the district and Divisional extended management teams
- Acts on behalf of the Director as required
- Interacts with the news media, responding to questions on specific projects or emergency sites, and responds to technical, policy or procedural questions.

Key Qualifications:

1. Post-secondary education in a professional discipline pertinent to the role such as Architectural and Engineering, combined with relevant management training and experience, or an equivalent combination of education and experience.
2. Experience with policy and program development and implementation.

3. Considerable experience in a leadership role, in an inspection or plan review function motivating, training and/or managing staff.
4. Qualified or in the process of obtaining qualifications, or able to complete and achieve qualifications as a manager/supervisor of inspection as required and administered by the Ministry of Municipal Affairs and Housing in accordance with Division C - Part 3, Section 3.1.3.2 of the Ontario Building Code.
5. In-depth knowledge and understanding of all aspects of building construction, the Ontario Building Code Act, Ontario Building Code and other applicable laws relating to the construction industry.
6. Highly developed communication skills, both verbally and in writing.
7. Excellent analytical, technical, interpersonal, problem-solving and conflict resolution skills.
8. Ability to work effectively with colleagues, line managers and direct service staff in identifying and meeting City building needs.
9. Extensive knowledge and application of the Occupational Health and Safety Act and Regulations relevant to building construction, including but not limited to, hazards facing a Building Inspector on the job, fall protection, responsibilities of a supervisor, and due diligence and supervisory competency.

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 applaccomodation@toronto.ca, quoting job ID #2320155 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.