



The Municipality of North Perth
invites applications for the position of
Full Time Building Inspector, Plans Examiner & Permit Clerk

The Building Inspector, Plans Examiner & Permit Clerk is responsible for the enforcement of the provincial statutes of the Ontario Building Code Act and other Municipal Building Bylaws as required by the Municipality of North Perth as well as enforcement of zoning by-laws. The position will review plans and building permit applications, conduct site inspections and respond to public inquiries. Administrative functions for the building department such as filing, telephone coverage and data entry will be a requirement of this position.

The successful candidate should possess:

- Graduate of Community College program in Architecture Technology or a licensed Inter-Provincial Trades Journeyman in the Construction related trades of carpenter, plumber or mason. A relevant combination of experience and/or education will also be considered.
- At minimum, the successful candidate will possess through the Ministry of Municipal Affairs: General Legal (Powers & Duties of an Inspector) AND Small Buildings
- Ministry of Housing BCIN designation
- Ability to read blueprints
- Have a minimum of 3 years combined practical experience in the construction industry or in the enforcement of the Ontario Building Code.
- Proficiency with computer programs, including Microsoft Office such as Word and Excel.
- Possess excellent interpersonal, written and verbal communication skills
- Eligibility to become a Certified Building Code Official (C.B.C.O.) preferred
- Valid G Driver's License

The salary range for this position is \$30.53 - \$37.48 per hour based upon a 35-hour work week. Salary will be commensurate with experience and qualifications. A detailed summary of the position responsibilities, qualifications and a complete job description are available upon request or by visiting www.northperth.ca/jobs.

Applications are being accepted until **4:30 pm on Friday, March 1, 2019**.

We invite qualified candidates to apply online at www.northperth.ca/jobs. Please attach cover letter and resume as one PDF document to your online application.

We appreciate the interest of all applicants, however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected, and will only be used for the purpose of candidate selection. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.