



Building Inspector Specialist

Two (2) permanent, full-time positions – Toronto, ON

Are you a knowledgeable about construction work and experienced in inspecting large and complex buildings? Can you both promote and ensure compliance with applicable codes, standards, By-Laws and legislation? If so, join the Toronto Building Division as a Building Inspector Specialist.

Reporting to the Manager, Inspection Services, and the Building Specialist will conduct site inspections of large and complex industrial, commercial, institutional, and multi-unit residential buildings and Part 9 buildings, as required, to ensure compliance with the approved plans, the Ontario Building Code and referenced standards and related legislation. Representing the Division and the City of Toronto before committees and tribunals, and in hearings, meetings and other proceedings will be an integral part of your role.

MAJOR RESPONSIBILITIES

Your primary responsibilities as a Building Inspector Specialist will be varied, but you'll be expected to:

- Inspect large and complex industrial, commercial, institutional and multi-unit residential buildings to ensure compliance of construction and demolition with the approved plans, the Ontario Building Code, referenced standards, and applicable laws, within the timeframes specified in the legislation
- Organize workload, schedule inspections and document inspection results, including the collection and attachment of photographs, documents and reports in the Division's computerized records management and tracking system
- Coordinate joint inspections with inspectors and fire prevention officers, and assume a lead role
- Conduct comprehensive inspections of fire sprinkler, standpipe and other life safety systems as regulated in the Ontario Building Code
- Inspect and verify the installation and testing of fire alarm and suppression systems
- Investigate complaints regarding contraventions of statutes, regulations and by-laws
- Inspect fire damaged or unsafe buildings to determine the extent of damage and the need for repairs or replacement
- Inspect structural collapses and collaborate with owners, consultants, insurers, the Ministry of Labour (MOL) and other agencies involved
- Inspect single-family dwellings, as required, and investigate complaints
- Inspect for partial-occupancy clearances and Liquor Licences clearances
- Inspect on-site materials and verify that materials, method of construction and conditions satisfy the design specifications, meet approved standards and are in compliance with the Ontario Building Code
- Review permit plans for compliance with the Ontario Building Code and referenced standards
- Approve alternate design and equipment substitutions that vary from approved plans
- Provide instruction to contractors, architects, engineers and the public on the regulations and required construction practices
- Prepare detailed, accurate and timely reports and deficiency lists, and review consultants' field reports for accuracy and completeness
- Issue appropriate Orders to Comply and monitor outstanding Orders to ensure timely enforcement within statute of limitation period
- Initiate pre-court hearings, recommend legal action to be taken, prepare court briefs, and attend and present evidence in court when legal action is required to obtain compliance
- Appear and give evidence at pre-trial proceedings such as mediation and discoveries; also appear before tribunals such as the Building Code Commission, and the Ontario Municipal Board on matters related to the Building Code Act, the Building Code and applicable laws
- Represent the City of Toronto's interest in civil litigation

- Advise the Ministry of Labour of unsafe working conditions or sites, and participate in investigations
- Respond to enquiries from the public concerning requirements of the Ontario Building Code and applicable laws affecting new construction
- Attend meetings with other City divisions, members of Council, provincial bodies, external agencies/organizations and the public regarding building-related development or complaints
- Make recommendations to improve divisional policies, procedures and practices
- Represent the Division at various committees, hearings and meetings
- Attend to complaints (e.g. civil disputes, encroachments, noise, etc.)
- Train and mentor staff

KEY QUALIFICATIONS:

Your application for the role of **Building Inspector Specialist** 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 conducting inspections in large and complex buildings.
3. Considerable experience in interpreting issued building permit drawings and specifications as well as Building Code requirements respecting buildings.

You must also have:

- Possession of, or ability to pass the tests for, the following Ministry of Municipal Affairs and Housing BCIN qualification requirements for building officials: Large/Complex Building; Building Structural; Building Services; Small Buildings; and General Legal/Process.
- Possession of, and ability to maintain, a valid Ontario Class "G" Driver's Licence and access to a properly insured vehicle.
- Considerable knowledge of the work performed by the various professionals and sub-trades on a construction project.
- Knowledge of the Ontario Building Code, Ontario Building Code Act, including life safety systems, and other applicable legislation/construction standards.
- Knowledge of, and ability to apply, the Ontario Occupational Health and Safety Act and Regulations relevant to building construction.
- Knowledge of the responsibilities and the jurisdiction of other Departments, and 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.
- 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.
- Ability to support the Toronto Public Service values to ensure a culture that champions equity, diversity and respectful workplaces.

Wage Range: \$43.10 - \$47.25 per hour

Work for the City you love

Toronto is Canada's largest city, the fourth largest in North America, and home to a diverse population of

about 2.8 million people. Consistently ranked one of the world's most livable cities, we are a global centre for business, finance, arts and culture. Join the award-winning Toronto Public Service as a Building Inspector Specialist within our Toronto Building Division.

How to Apply:

For more information on these and other opportunities with the City of Toronto, visit us online at www.toronto.ca/jobs. To apply online, submit your resume, quoting **File #2331088 X**, by **September 16, 2019**.

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 accommodationforapplication@toronto.ca, quoting job ID #2331088X 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.