



# CITY OF TORONTO

## Senior Building Inspector

<b>Job Classification Title</b>	<b>SENIOR BUILDING INSPECTOR</b>
<b>Requisition #</b>	<b>2331569 X</b>
<b>Division</b>	<b>Toronto Building</b>
<b>Section</b>	<b>Scarborough District, Toronto &amp; East York District</b>
<b>Work Location</b>	<b>VARIOUS - SEE BELOW</b>
<b>Job Location</b>	<b>Canada-Ontario-Toronto</b>
<b>Job Stream</b>	<b>Buildings/Facility Operations</b>
<b>Job Type</b>	<b>Permanent, Full-Time</b>
<b>Salary/Rate</b>	<b>\$47.99 - \$52.56 / Hour</b>
<b>Hours of Work (bi-weekly)</b>	<b>70.00</b>
<b>Shift Information</b>	<b>Monday to Friday, 35 Hours per Week</b>
<b>Affiliation</b>	<b>L79 Full-time</b>
<b>Number of Positions Open</b>	<b>3</b>
<b>Posting Date</b>	<b>05-Sep-2019</b>
<b>Expiry date</b>	<b>19-Sep-2019</b>

### Job Description

Working with, and reporting to, a Manager of Inspection, individuals will direct multidiscipline and specialist inspectors engaged in building, plumbing, HVAC, Life Safety Systems and zoning inspections to ensure compliance with governing regulations, and will assist with the coordination of workflow and inspection functions.

### Major Responsibilities:

- Inspects new construction, plumbing, heating, ventilation and renovation of buildings for compliance with the Ontario Building Code, Life Safety Systems, Zoning By-Law, applicable legislation and good construction practices
- Organizes workload, schedules inspections, prepares reports and documents inspection results, including the collection and attachment of photographs, documents and reports in the Division's computerized records management and tracking system
- Prepares reports and documents inspections within the Division's computerized management and tracking system
- Issues Orders and Notices of Violation (Ticket Offence Notices) in response to deficiencies
- Appears and gives evidence in court on the Ontario Building Code Act, the Ontario Building Code and other applicable laws
- Inspects and prepares evidence for presentation before the courts
- Provides assistance to contractors, architects, engineers and the public on the regulations and required construction practices, and investigates complaints
- Reviews plans and specifications from all disciplines to ensure overall compliance with the Ontario Building Code
- Approves alternative design and equipment substitutions that vary from approved plans, as required
- Investigates complaints regarding contraventions of statutes, regulations and By-Laws
- Responds to inquiries from the public concerning requirements of the Ontario Building Code and applicable laws affecting new construction
- Advises the Ministry of Labour of any unsafe practices noted
- Works with other Divisions, and Provincial and Toronto Agencies

- Inspects fire-damaged buildings to determine the extent of damage and the need for repairs or replacement
- Assists in the investigation of collapses
- Evaluates and recommends workload distribution to ensure balanced allocation of resources through the usage of inspection records
- Attends buildings or properties in after-hours emergencies to rectify unsafe or hazardous conditions
- Provides feedback and makes recommendations to Managers regarding special projects, training, inspector performance, status of problem sites, and departmental policies
- Monitors and reviews inspection practices to ensure uniformity
- Assists in the preparation, development, planning and implementation of policies and procedures
- Participates and makes recommendations on one or more committees
- Resolves contentious issues between various parties, including Councillors, rate payers, etc.
- Liaises with City Councillors, civic and community groups, provincial ministries, and other bodies relating to inspection issues
- Prepares draft replies and reports to inquiries from the public
- Attends meetings of various community groups and acts as a City representative at trade shows and forums
- Provides support to inspectors
- Participates in ongoing training and development of staff, including preparation, implementation and presentation of courses and seminars
- Monitors outstanding orders, initiates pre-court hearings, and recommends legal action be taken, including the issuance of Part 1 Provincial Offence Notices
- Participates in addressing Workplace Health and Safety issues
- Prepares costing for illegal construction removals and injunctions

**Key Qualifications:**

**Your application must describe your qualifications as they relate to:**

1. Post-secondary education in a field, trade, or professional discipline associated with the building or construction environment combined with relevant training and experience, or an equivalent combination of education and experience.
2. Must possess the following Ministry of Municipal Affairs BCIN qualification requirements for building officials: General Legal, Small Buildings, Plumbing – All Buildings, Building Services, Building Structural and Complex Buildings.
3. Extensive experience in all aspects of building inspection, building construction, and related legislation.
4. Experience in providing work direction to a team, working closely with staff and clients in an inspection function.
5. Experience assisting in the implementation of new policies, programs and procedures.
6. Experience compiling accurate information and preparing effective reports and correspondence using Microsoft Office and IBMS.

**You must also have:**

- Extensive knowledge and application of the Occupational Health and Safety Act, including knowledge of basic fall protection, excavations, personal protective equipment, etc., and the legislation
- Highly developed interpersonal skills with the ability to interact and communicate effectively at all levels of the organization and within a team environment
- Possession of, and ability to maintain, a valid Ontario Class "G" Driver's Licence and access to a properly insured vehicle
- Ability to write in a clear, concise and legible manner
- Ability to submit evidence in court
- Strong problem-solving and conflict resolution skills
- 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:**

- **Two (2) permanent vacancies located at Scarborough Civic Centre, 150 Borough Drive**
- **One (1) permanent vacancy located at Toronto & East York, 95 The Esplanade**

**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 Senior Building Inspector 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](http://www.toronto.ca/jobs). To apply online, submit your resume, quoting **File #2331569 X**, by **September 19, 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](mailto:accommodationforapplication@toronto.ca), quoting job ID #2331569 X 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.