



BUILDING INSPECTOR I, PERMANENT

Closing Date: October 24, 2019 - 4:30 pm

Department: Engineering & Development Services

File Number: SV19-131

Hours: Monday to Friday 8:30 a.m. to 4:30 pm.

Salary: \$30.61 - \$35.37 per hour plus \$711 per month car allowance
(Benefits/Pension/Vacation)

PURPOSE AND SCOPE

Under the direction of the Chief Building Official, or the Deputy Chief Building Official the Building Inspector I is responsible for examining plans and specifications submitted for compliance with statutory provisions, standards and procedures set out in the Building Code Act, the Ontario Building Code and municipal by-laws.

The Building Inspector I issues permits and inspects work pursuant to permits for conformity with all applicable statutes and procedures. In performing these duties, the position provides technical knowledge and advice regarding statutory provisions, regulations and by-laws affecting such matters.

The position also assumes certain responsibilities with respect to enforcing by-laws and other statutes related to buildings and properties.

EDUCATION/SPECIALIZED TRAINING/SKILLS

Essential (minimum) Qualifications:

- Two (2) year college diploma in engineering or architectural technology, or equivalent training and experience.
- Qualified by the Ministry of Municipal Affairs and Housing in the following areas as identified in the Ontario Building Code: House, HVAC House and Plumbing House, including completion of the General Legal Process Examination.
- CBCO certification through the Ontario Building Officials Association (consideration for those capable of being certified within reasonable time)
- Valid G driver's license and access to vehicle required.

Asset (preferred) Qualifications:

- Demonstrated ability to comprehend the workings of various municipal by-laws (i.e. zoning, property standards, signs, fence)
- Experience with Cityview program

WORK EXPERIENCE

Essential (minimum) Qualifications:

- Two (2) years' experience in enforcement of the Ontario Building Code and Act through the conducting of plans reviews and on-site inspections of buildings to confirm compliance with the regulations, related applicable law and by-laws in a municipal environment.
- Ability to work effectively in a stressful environment and handle confrontational situations with tact, diplomacy and professionalism.
- Demonstrated ability to comprehend and interpret complex construction drawings illustrating buildings and structures.

Asset (preferred) Qualifications:

- Demonstrated computer literacy skills including data entry, database searches, Outlook, Microsoft products.
- Excellent verbal and written skills; ability to illustrate concepts in graphic format

Job Description Available Upon Request

Apply By Email:

hrgeneral@belleville.ca

Personal information and any supporting material will be administered in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). We thank all applicants who apply but advise that only those selected for an interview will be contacted.

The City of Belleville is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Division to ensure your accessibility needs are accommodated throughout this process.

Applicants will be required to provide at their own expense a satisfactory criminal reference check dated within the past six (6) months and if deemed a requirement of the position, a driver's abstract to the Human Resources Department on or before the date of the interview but no later than the commencement of employment if selected.