

## **Building Inspector**

Community and Development Services

### **Job Description:**

Reporting to the Manager of Building Services/Chief Building Official (CBO), the Building Inspector is responsible to inspect all construction and ensure the construction complies with provincial regulations. The role is responsible for the review of construction drawings to ensure compliance with applicable codes. In the absence of the Manager of Building Services/CBO, the duties of that office shall be exercised by the Building Inspector appointed by the Director or the Manager and this position shall hold the title, Acting Chief Building Official. Some travel may be required.

### **Specific Duties:**

- Conduct on-site inspections for all building categories to ensure compliance with the appropriate Provincial Acts, Codes and Municipal By-laws.
- Undertake plan reviews and permit applications to ensure compliance to Ontario Building Code (OBC).
- Conduct on-site inspections of all work in progress in the Municipality ensuring that contractors, owners and agents are in compliance with the appropriate Provincial Acts, Codes and By-Laws.
- Note job conditions, infractions of regulations and enforce contractors, owners and agents to comply. In the event of non-compliance, issue Orders to Comply.
- Participate in the prosecution of code violations, including court testimony as required.
- Investigate construction activity to determine whether a permit is required pursuant to the OBC.
- Address inquiries from contractors and the general public on building related matters.
- Other duties as assigned.

### **Qualifications:**

- Must have a post-secondary school diploma from a recognized college program in Engineering Technology, Architectural, or related discipline.
- Must have a minimum of 3 years' experience in the municipal or construction industry.
- Would be expected to enroll with the Ontario Building Officials Association (OBOA) and work towards a Certified Building Code Official designation.
- Preferably hold the mandatory qualifications or would be required to work towards the following categories as set out in the OBC and Regulations, namely:
  - General, legal or Powers and Duties of CBO
  - House
  - On-Site Sewage
  - Building Services
  - Detection, Lighting & Power
  - Plumbing all buildings
  - Building Structural
  - Large Buildings (include all buildings all areas)
  - Small Buildings
  - Complex Buildings
- Must participate in the Ministry of Housing training courses and examinations as required.
- Must remain current with all building code changes and qualifications as required.
- Must be familiar with Municipal By-Laws and other relevant legislation.
- Must have experience demonstrating good report writing skills; effective organization and interpersonal skills; exercising tact and good judgment; and a comprehensive ability to read, interpret blueprints and related construction drawings.
- Must hold and maintain a valid Ontario Class 'G' Driver's Licence as a condition of employment.
- Must have experience demonstrating effective written and verbal communication skills.
- Must comply with the Occupational Health and Safety Act (OHSA) as well as the Municipality of Leamington's Health and Safety Policies and Procedures including the Workplace Hazardous Materials Information System (WHMIS).
- Other duties as assigned.

### **Hours of Work:**

35 hours per week with the possibility of some overtime during peak periods.

### **Employee Group:**

Salaried, Non-union.

**Salary:**

\$2,744.83 to \$3,100.48 biweekly (2019 Rates) and a comprehensive benefits package is included.

**Closing Date:**

This posting will remain open until the Municipality has filled the position.

**How to Apply:**

Interested candidates must apply online at: [www.learmington.ca/careers](http://www.learmington.ca/careers)

We thank all applicants, however, only those selected for an interview will be contacted. Selected applicants will be subject to an interview process and skills testing to determine eligibility.

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We are pleased to accommodate any individual needs under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require accommodation throughout the hiring process, please contact Human Resources 519-326-5761 ext. 1112 to make your needs known in advance.

Personal information on this form is collected under the authority of the Municipal Act, 2001, R.S.O. c45 and will be used to determine eligibility for employment. Questions about the collection of this information can be directed to the Manager of Legislative Services/Clerk, Municipality of Leamington, 111 Erie Street North, Leamington, Ontario, N8H 2Z9, Telephone: 519-326-57618