



Township of Selwyn Invites Applications for the Position of Building Inspector / By-Law Enforcement Officer

The Township of Selwyn, a progressive municipality with a population of 16,800 is located north of Peterborough approximately 1 hour from the Greater Toronto Area (GTA). Reporting to the Manager of Building & Planning, the **Building Inspector/ By-Law Enforcement Officer** will be responsible to inspect buildings under construction to ensure compliance with the Ontario Building Code Act, its regulations and all other applicable legislation. This position also enforces By-Laws and acts as By-Law Enforcement Officer. A detailed job description is available on the Township website at www.selwyntownship.ca.

The ideal candidate will have a post-secondary education or equivalent in Architectural or Civil Engineering Technology or related field with three years related experience. Registration with the A.A.T.O, O.A.C.E.T.T or O.B.O.A. is considered an asset. Candidates will be qualified and registered with the Ministry of Municipal Affairs and Housing in the following categories: General legal/process; small buildings; plumbing all buildings; large buildings; building services and building structural.

Should a satisfactory, fully qualified candidate not be found from the applicant pool, consideration may be given to a less qualified candidate.

This person will be expected to work independently, as well as part of a team, using initiative and good judgement in carrying out the duties of the position. The person must be flexible, adaptable and possess excellent organizational, communication, and interpersonal skills. This person requires superior customer service skills and must act professionally in providing service to the public. Strong knowledge of the OBC Act and Regulations, the Fire Code, the interpretation of Planning Documents, Property Standards By-law and applicable Federal and Provincial Laws, is also required to fulfil the requirements of the position.

The hourly wage range for this position is \$32.05 to \$38.46 based on a 35 hour work week, and the position is eligible for the Township's comprehensive benefits plan.

Qualified candidates are invited to submit their resume and cover letter, to the undersigned by **12 noon, Wednesday August 5th, 2020.**

Interviews are expected to be conducted the week of August 10th, 2020.

Kim Berry, HR Coordinator
Township of Selwyn
Box 270
Bridgenorth, Ontario
K0L 1H0

Office Location
1310 Centre Line
Telephone: 705-292-9507
Fax: 705-292-8964
e-mail: kberry@selwyntownship.ca

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, the information gathered is collected under the authority of the Municipal Act and will only be used for the purpose of candidate selection.

We are an equal opportunity employer. Accommodation for accessibility purposes is available upon request during the recruitment process.