



## Seguin Township Employment Opportunity

### Chief Building Official

The Township of Seguin is a thriving municipality located in cottage country, 2 hours north of Toronto along the Highway 400 corridor. Seguin is home to 5,011 permanent residents with a seasonal increase to over 15,000 residents during the summer months. With 186 lakes of all sizes and the pristine beauty and tranquility of our natural environment, the Township of Seguin is truly "The Natural Place to Be".

Reporting to the Director of Planning and Development, the Chief Building Official is responsible for the statutory responsibilities of the administration and enforcement of the Building Code Act, Ontario Building Code, the Building By-law, and other relevant legislation, including the overall management and administration of the Building Department.

#### Primary Responsibilities:

- Manage and lead the Building Department
- Review plans and issue building permits
- Conduct building inspections and enforcement of the Ontario Building Code Act
- Prepare reports for Council
- Assist the Director with the building department budget preparation
- Represent the Township of Seguin at Court and Tribunals

#### Qualifications/Skills:

- Experience in a municipal building management role with supervisory experience
- University degree or College diploma in the Building Sciences, Architectural or Engineering Technology fields
- Qualified CBO under the Building Code Act (BCA) and Registered with Building Code Identification Number (BCIN)
- Ability to read and understand plans, blueprints and building drawings.
- Excellent written and verbal communication skills
- Knowledge of construction techniques, trends and best practices
- Strong organizational, supervisory and time management skills
- Possess a valid Ontario drivers licence in good standing

A complete job description is available at [www.seguin.ca](http://www.seguin.ca)

#### Salary

\$86,186 to \$97,189 per year

Please submit your cover letter and resume no later than 4:00 pm on Thursday December 3, 2020 to: Christine Dixon, Deputy Treasurer [cdixon@seguin.ca](mailto:cdixon@seguin.ca)

Position will remain open until filled.

*Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act for the purposes of candidate selection only. The Township of Seguin is an equal opportunity employer, committed diversity and accessibility within the workplace. We thank all applicants for their interest and advise that only those selected for an interview will be contacted. If you require accommodation to participate in the recruitment process, please contact our office.*