



## Building Services Technologist - Job ID #1144

<b>Job Title</b>	Building Services Technologist	<b>Status / Job Type</b>	Permanent Full Time
<b>Commission</b>	Community Development	<b>Department</b>	Building Services
<b>Union Affiliation</b>	CUPE 181 (CITY HALL) - FT	<b>Number of Openings</b>	1
<b>Rate of Pay / Range of Salary</b>	\$31.57 to \$35.08 Per Hour	<b>Benefits Entitlement</b>	Yes
<b>Hours of Work</b>	35 Hours Per Week	<b>Posting Date (4:30 pm)</b>	Nov 26, 2020
<b>Job ID #</b>	1144	<b>Closing Date (4:30 pm)</b>	Dec 10, 2020

### Position Summary

Reporting to the Manager of Building Services, the Building Services Technologist is responsible for the processing of building permit applications; ensures the life safety, structural capacity, fire protection and safety/comfort requirements of the Ontario Building Code are being met through the plan examination of construction plans; reviews zoning compliance and ensures development regulations of the municipal zoning bylaw are being met as well as provides Departmental comments for various committees as required.

The Building Services Technologist provides information both verbally and in writing to various individuals and agencies regarding the City's zoning bylaws and Ontario Building Code; assists the public and builders with various permit applications issued by the department; checks to ensure compliance with City bylaws; estimates the cost of construction for proposed buildings and collects applicable permit fees. The incumbent also assists the Plan Examiners with the review of construction plans, inputs initial application data into the computerized building permit system and provides general office assistance.

### Qualifications

- Applicants must have the equivalent of a three (3) year community college diploma as a Construction or Architectural Technologist
- Applicants must have Ministry of Municipal Affairs qualifications in Legal and House
- The ability and skill to perform the duties of the position within a reasonable time
- Proven written, verbal and computer skills coupled with excellent customer service skills are essential
- Knowledge of a permit tracking system (AMANDA) is an asset
- Applicants may be required to undergo skill testing

Qualified candidates please attach a detailed .pdf format resume & cover letter

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process.