



EMPLOYMENT OPPORTUNITY MANAGER OF BUILDING SERVICES / CHIEF BUILDING OFFICIAL

The Township of North Dumfries is seeking applications for the position of **Manager of Building Services / Chief Building Official**.

Reporting to the Director of Development Services, the Manager of Building Services / Chief Building Official will be responsible for the leadership and management of the Building Division. The incumbent will be responsible for the administration of the Ontario Building Code Act and ensuring that all legislative requirements are met, the principles of sound financial management is applied, develop responsible and proactive operational practices, and ensure forward thinking / strategic business planning is incorporated into the activities of the Building Division.

The ideal candidate will possess the following qualifications:

1. Minimum of three (3) year Community College Diploma in Engineering Technology or related discipline.
2. Minimum of seven (7) years of experience in a Municipal Building Department, with a preference of a minimum of two (2) years in a supervisory position.
3. Qualified and registered with a BCIN from the Ministry of Municipal Affairs & Housing. Preference for the individual to have a CBCO designation.
4. Strong organizational skills to prioritize workload and perform tasks without direct supervision.
5. Sound judgement and excellent analytical and decision-making skills.

A copy of the Job Description is available for viewing / downloading from the Township's website [www.northdumfries.ca]

This is an excellent opportunity for a professional with a demonstrated record of accomplishment to leave your mark on a growing Municipal enterprise. The Township offers a competitive salary range of \$85,376.20 to \$106,724.80 (2020\$) plus benefits. Wages will be determined through the experience and qualifications of the selected candidates.

Submit resumes with cover letter before **12 Noon – Monday December 21st, 2020:**

Andrew McNeely, Chief Administrative Officer
Township of North Dumfries
2958 Greenfield Road P.O. Box 1060
Ayr, Ontario NOB 1E0
amcneely@northdumfries.ca

If you need an accessible format, please email ddonald@northdumfries.ca or call (519) 632-8800. The Township of North Dumfries is committed to providing accommodation for persons with disabilities. Accessibility accommodations are available for all stages of the recruitment process. If you are contacted regarding this position, please advise of any accommodation measures you may require during our selection process. Information received relating to accommodation needs of candidates will be addressed confidentially.

We thank all candidates for their interest, however, only those applicants selected for an interview will be contacted. Applicant information is collected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and will be used only for candidate selection