



# THE TOWNSHIP OF SOUTHWOLD

## DEPUTY CHIEF BUILDING OFFICIAL/BUILDING INSPECTOR

The predominantly rural community of the Township of Southwold has a strong agricultural base and is located in the central part of Elgin County. Incorporated in 1852, the Township includes the hamlets of Fingal, Iona, Iona Station, Paynes Mills, Shedden and Talbotville. Our offices are an easy commute from both London and St. Thomas. Our municipal office is located at 35663 Fingal Line, Fingal, ON.

With a total population of approximately 4,500 residents, the municipality offers beautiful countryside and a wonderful blend of active farms, historic villages and tourism. The Township of Southwold has recently experienced an abundance of residential growth. We also have a significant amount of industrial and commercial lands waiting to be developed. Our Building Department is one of the first in the area to go to a completely digital permitting process and we encourage innovative and creative solutions in our approach to providing excellent customer service. Learn more about us at [www.southwold.ca](http://www.southwold.ca).

Under the direction of the Chief Building Official, the Deputy Chief Building Official/Building Inspector will contribute to the safety and well-being of the residents and visitors to the Township through the administration and enforcement of the Ontario Building Code Act, Ontario Fire Code, Planning Act, Municipal Act, and other municipal By-Laws as required. The Deputy Chief Building Official/ Building Inspector reviews building permit applications and issues building permits, inspects buildings during construction, guides the public on the permit process and assists with zoning inquiries, and processes By-Law Enforcement complaints.

The ideal candidate will bring:

- Post-Secondary degree or diploma in a relevant field specific to the job or equivalent education and experience.
- Have or be eligible for membership in the Ontario Building Officials Association.
- Registration as CBCO - Certified Building Code Official (Preferred)
- BCIN Building Code Identification number
- Qualified by Ministry of Municipal Affairs in CBO Legal, Building Structural, Building Services House, Small Buildings, Septic and plumbing House
- Minimum of (3) years of municipal experience preferred.
- Demonstrated knowledge of the Ontario Building Code Act and Regulations regarding various types of construction including but not limited to structural, mechanical, electrical engineering design principles as related to building construction
- Demonstrated ability to meet deadlines, function well under pressure and respond to frequently changing demands and priorities
- Strong computer skills including Word and Excel (knowledge of cloudpermit and keystone would be an asset)
- Valid Class G Drivers License

To view the complete job description, please visit: <http://southwold.ca/about-us/employment-opportunities>

A comprehensive benefit package and salary range will commensurate with your experience and qualifications.

Applicants must indicate how they meet the minimum qualifications in their resume.

Please submit your cover letter and resume to [building@southwold.ca](mailto:building@southwold.ca) in confidence by **4:30p.m, Friday May 21, 2021**. Please specify "Deputy Chief Building Official" in the subject line.

The Township of Southwold is an equal opportunity employer. Disability related accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

Thank you for your interest; however only those selected for interviews will be contacted.