

THE CORPORATION OF THE TOWN OF INGERSOLL



Invites applications for the position of

Building Inspector/By-law Officer (REPOST) One Year Contract Position

The Town of Ingersoll is seeking a Building Inspector/By-law Officer to join its Building department. Located in Oxford County in Southwestern Ontario, Ingersoll offers urban living with small-town values yet enjoys easy access to larger cities. Surrounded by farms and nature, Ingersoll is home to a diversity of thriving industries and commercial businesses and is host to many special events, athletic and recreational amenities and excellent schools. For more information on the Town, please visit our website at www.ingersoll.ca.

Position Overview

Reporting to the Chief Building Official, the successful incumbent will ensure that all categories of buildings (new construction and/or renovations) adhere to all legislative requirements such as Ontario Building Code and Municipal By-Laws. Specifically, the Building Inspector/By-law officer will:

- Conduct plan reviews and inspections of building, plumbing, sign and pool permits in accordance with the Ontario Building Code and Municipal By-laws
- Provide general information at the counter, by email and respond to telephone inquiries related to building permits, by-laws, and other questions as required
- Provide zoning and preliminary building permit application review in accordance with Ministry guidelines
- Provide review and interpretive assistance to town staff on matters related to building permits and by-law enforcement matters as required

Qualifications

This opportunity is ideal for someone who is a motivated, cooperative individual who is committed to working in a dynamic atmosphere.

Applicant must have a current BCIN with the Ministry of Municipal Affairs and Housing and qualification in “House” or “Small Buildings”.

Applicants should also possess:

- 5 years' experience as a Building Inspector/By-law Officer
- A college diploma in Architectural Technology or Civil Engineering or equivalent
- Have a current BCIN with the Ministry of Municipal Affairs and Housing
- Qualifications in the house, HVAC house, small buildings, large buildings, building services, structural, plumbing all buildings, and fire protection are considered assets
- Must be registered with the Ontario Building Officials Association and be in good standing
- Strong relationship management skills
- Must have a valid Ontario Driver's License and consistent access to a reliable vehicle

Benefits

We offer a competitive salary range of \$62,480.60-\$73,091.20 yearly (based on 35 hours/week). We also offer competitive mileage reimbursement.

Application Instructions

To explore this exciting opportunity further, qualified candidates are invited to submit their application in confidence, to the attention of Monique Donmoyer, Human Resources Coordinator, no later than **July 2, 2021 by 4:30pm.**

Along with your resume and cover letter, please include your current BCIN #

**Monique Donmoyer
HR Coordinator
Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, Ontario N5C 2V5
Monique.Donmoyer@ingersoll.ca**

The Town of Ingersoll is an equal opportunity employer and will make accommodations available to applicants with disabilities upon request and throughout the entire recruitment process.

While we appreciate all applications received, only those invited for an interview will be acknowledged. Personal information submitted is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine eligibility for employment.