



The Corporation of the City of St. Thomas -
Planning & Building Services Department has a position for a:

Building Inspector OR Senior Building Inspector

Planning & Building Services
(1 - Permanent, Full-Time Position)

An Opportunity to Join Our Dynamic Team ... in a Dynamic City

St. Thomas is a community growing in size and strength and is home to about 40,000 people. Conveniently located close to Port Stanley, London, and Highway 401, it's the perfect location in Southwestern Ontario. With a rich heritage but a modern atmosphere, there is nowhere better to thrive than St. Thomas.

Candidates will be considered for a Building Inspector OR Senior Building Inspector position based on the qualifications of the candidate.

BUILDING INSPECTOR POSITION SUMMARY:

This CUPE 841 union position, under the general supervision of the Chief Building Official, is responsible for the administration and enforcement of provincial statutes and regulations applying to properties, including buildings, structures and their occupancy under their areas of responsibility, including but not limited to the Building Code Act, Building Code and Fire Code.

QUALIFICATIONS:

Minimum two (2) years Post Secondary School Diploma in a Building Science (Engineering, Architecture, Building, and/or Construction) field together with two (2) years experience in a related field, or an equivalent combination of education, training and experience in the building industry. Must have passed the examination program administered or authorized by the Ontario Ministry of Municipal Affairs and Housing (Building and Development Branch) relating to "General Legal/Process" and the qualification in the category of "House," or be willing to attain within a reasonable timeframe. Must possess and demonstrate a working knowledge of building and plumbing regulations. Must have, or be eligible for, membership in the Ontario Building Officials Association (OBOA) and have obtained or be willing to work to attain the completion of up to eight of the applicable qualification categories through the Ontario Ministry of Municipal Affairs and Housing (Building and Development Branch) within a reasonable timeframe. Must have or be willing to work towards the Certified Building Code Officer (CBCO) designation. Membership and/or courses attained through the Ontario Association of Property Standards Officers (OAPSO) is considered an asset. Must be competent within the meaning of the Occupational Health & Safety Act. Must have excellent computer and record management skills, including the use of the Microsoft Office 365. Must have highly effective organizational, time management and research skills with attention to detail. Must be capable of issuing clearly understandable written instructions, work as part of a team and develop cooperative and collaborative working relationships inside and outside the organization. Must have superior public relations and customer service skills, as well as the ability to deal authoritatively, but politely with difficult customers. Must have the ability to work independently with minimal supervision. Must have physical capability to

carry out duties with the position classification (i.e. climb ladders, walk over rough terrain, enter confined spaces). Must hold, or be able to acquire, valid First Aid and CPR certificates.

Building Inspector Remuneration Range: \$25.97 - \$32.46 per hour plus \$0.53 cents for each successfully completed qualification to a maximum of nine (Legal, House, HVAC House, Plumbing – House, Small Buildings, Building Structural, Plumbing – All Buildings, Large Buildings and Building Services) working 40 hours per week plus a comprehensive benefit package and OMERS pension.

SENIOR BUILDING INSPECTOR POSITION SUMMARY:

This CUPE 841 position, under the general supervision of the Chief Building Official, this position is responsible for the administration and enforcement of provincial statutes and regulations applying to properties, including buildings, structures and their occupancy under their areas of responsibility, including but not limited to the Building Code Act, Building Code and Fire Code. May be appointed to act as Chief Building Official in his/her absence.

QUALIFICATIONS:

Minimum three (3) years Post Secondary School Diploma in A Building Science field (Engineering, Architectural, Construction) together with minimum five (5) years experience in a related field, or an equivalent combination of education, training and experience in the building industry. Must possess and demonstrate a working knowledge of Building & Plumbing Regulations. Must have passed, or obtain such, within an agreeable period of time from commencement of employment, the examination program administered or authorized by the Ontario Ministry of Municipal Affairs and Housing (Building and Development Branch) relating to the Powers and Duties of Chief Building Official and the categories of qualifications set out in Division C of the Ontario Building Code. A minimum eight (8) categories out of twelve (12) are required. Must have or be eligible for membership in the Ontario Building Officials Association (O.B.O.A.) and obtain the C.B.C.O. designation. Membership and/or courses attained through the Ontario Association of Property Standards Officers (OAPSO) is considered an asset. Must be competent within the meaning of the Occupational Health & Safety Act. Must have excellent computer and record management skills, including the use of the Microsoft Office 365. Must have highly effective organizational, time management and research skills with attention to detail. Must be capable of issuing clearly understandable written instructions, work as part of a team and develop cooperative and collaborative working relationships inside and outside the organization. Must have superior public relations and customer service skills, as well as the ability to deal authoritatively, but politely with difficult customers. Must have the ability to work independently with minimal supervision. Must have physical capability to carry out duties with the position classification (i.e. climb ladders, walk over rough terrain, enter confined spaces). Must hold, or be able to acquire, valid First Aid and CPR certificates.

Senior Building Inspector Remuneration Range: \$30.81 - \$38.52 per hour plus \$0.53 cents for each successfully completed qualification to a maximum of 11 (Legal, House, HVAC House, Plumbing – House, Small Buildings, Building Structural, Plumbing – All Buildings, Large Buildings, Building Services, On-Site Sewage Systems, and Detection, Lighting and Power) working 40 hours per week plus a comprehensive benefit package and OMERS pension.

CONDITIONS OF EMPLOYMENT:

Applicants may be required to work beyond the normal hours of work. A valid Class "G" Ontario Driver's Licence with current driving abstract in good standing with MTO and the use of a privately owned vehicle are required. Must maintain confidentiality of information acquired through the review of building proposals.

Must maintain sound knowledge of applicable legislation, current industry practices and applicable case law.

Candidates will be considered for a Building Inspector OR Senior Building Inspector position based on the qualifications of the candidate.

The above is illustrative and not all inclusive. A detailed job description and **HOW TO APPLY** may be obtained from the City's website at www.stthomas.ca under Employment, Employment Opportunities.

Applications must be received no later than Thursday September 16, 2021.

Although we appreciate all applications received, only those selected for an interview will be contacted.

Personal information for this position is collected under the authority of the Municipal Act, R.S.O. 2001, as amended.

Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.