



MANAGER, INSPECTION SERVICES

Job ID: 23021

Job Category: Audit, Compliance & Inspections

Division & Section: Toronto Building, Tor Bldg Scarborough District / Tor Bldg North York District

Work Location: SCARBOROUGH CIVIC CENTRE, 150 Borough Dr, Toronto, M1P 4N7 / NORTH YORK CIVIC CENTRE, 5100 Yonge St, Toronto, M2N 5V7

Job Type & Duration: Full-time, Permanent Vacancy

Salary: \$110,965.40 - \$130,366.60, PSG # TM0674, Wage Grade 8.0.

Shift Information: Monday to Friday, 35 hours per week

Affiliation: Non-Union

Qualified List will be established to fill permanent and temporary positions.

Number of Positions Open: 2

Posting Period: 26-Nov-2021 to 17-Dec-2021

JOB SUMMARY:

Reporting to the Director and Deputy Chief Building Official, the Manager of Inspections Services will provide professional building inspection services for safeguarding life, health and safety of the community, while ensuring compliance with the Ontario Building Code and other building-related regulations and By-Laws.

- Develops and implements detailed plans and recommends policies regarding program-specific requirements.
- Manages, motivates, hires and trains the Unit's staff, ensuring effective teamwork, high standards of work quality and organizational performance, and continuous learning, and encourages innovation in others.
- Supervises the day-to-day operation of all assigned staff, including the scheduling, assigning and reviewing of work. Authorizes and controls vacation and overtime requests. Monitors and evaluates staff performance, evaluating compliance with established service level, approves salary increments and implements disciplinary action when necessary.
- Develops, recommends and administers the annual budget for the Unit, and ensures that the Unit's expenditures are controlled and maintained within approved budget limitations.
- Manages the delivery of structural, architectural and building services inspections mandated by provincial statutes and regulations respecting the safety of buildings.
- Manages the training, conduct and monitoring of the health and safety of inspectors, working on potentially high-risk construction sites.
- Provides immediate on-site emergency response to structural failures and building emergencies on a 24-hour, 7-day basis. Directs emergency personnel, engineers and construction crews to resolve unsafe conditions threatening public safety. Hires consultants and contractors, and directs work to immediately correct hazardous and unsafe conditions posing a threat to public safety. Executes such contracts on site immediately and ensures compliance.
- Manages a team of technical and non-technical staff to respond to a broad range of demands from the regulation of the building industry involving complex building and mechanical systems and services.
- Evaluates professional reports and makes decisions on contentious technical site conditions.
- Forecasts industry trends and, with counterparts across the City, recommends the assignment of divisional resources and service levels to meet shifts in the industry's high-volume demands. Recommends service level adjustments and budget requirements in response to change in workloads.
- Mediates and resolves matters arising from non-compliance.

- Responds to third-party interests affected by construction.
- Represents the City's interests in crisis situations involving corporate liability. Develops a strategy of defence and provides expert opinions at discovery in civil litigation.
- Manages the preparation of Crown briefs, and launches injunctive and contempt of court action to facilitate successful prosecutions.
- Interprets statutes, technical regulations and by-laws, and directs inspectors on implementation.
- Leads and/or participates on divisional committees responsible for the development of policies and procedures to improve efficiencies and respond to changes in the industry related to the Ontario Building Code and systems technology for building products.
- Communicates with, and advises, Council members; represents the City and the Division at committee and constituency meetings.
- Liaises with other City divisions and outside agencies on matters relating to Building Code, Zoning, development and related inspection issues.
- Participates as a member of the district and divisional extended management teams.
- Acts on behalf of the Director, as required.
- Interacts with the news media, responding to questions on specific projects or emergency sites, and responds to technical, policy or procedural questions.

KEY QUALIFICATIONS:

1. Post-secondary education in a professional discipline pertinent to the role such as Architectural, and Engineering, combined with relevant management training and experience, or an equivalent combination of education and experience.
2. Experience with policy and program development and implementation.
3. Considerable experience in a leadership role in an inspection or plan review function, motivating, training and/or managing staff.
4. Qualified or in the process of obtaining qualifications, or able to complete and achieve qualifications as a manager/supervisor of inspection as required and administered by the Ministry of Municipal Affairs and Housing in accordance with Division C – Part 3, Section 3.1.3.2 of the Ontario Building Code.
5. In-depth knowledge and understanding of all aspects of building construction, the Ontario Building Code Act, Ontario Building Code and other applicable laws relating to the construction industry.
6. Must possess a valid class G licence, be eligible to obtain a City driving permit, and have access to a vehicle.
7. Highly developed communication skills, both verbally and in writing.
8. Excellent analytical, technical, interpersonal, problem-solving and conflict resolution skills.
9. Ability to work effectively with colleagues, line managers and direct service staff in identifying and meeting City building needs.
10. Extensive knowledge and application of the Occupational Health and Safety Act and Regulations relevant to building construction, including, but not limited to, hazards facing a Building Inspector on the job, fall protection, responsibilities of a supervisor, and due diligence and supervisory competency.

Note: All City of Toronto employees are required to be fully vaccinated as a condition of hire in accordance with the City of Toronto's [Mandatory Vaccination Policy](#). Candidates will be required to show proof of vaccination during the recruitment process.

Toronto is home to more than 2.9 million people whose diversity and experiences make this great city Canada's leading economic engine and one of the world's most diverse and livable cities. As the fourth largest city in North America, Toronto is a global leader in technology, finance, film, music, culture, and innovation, and consistently places at the top of international rankings due to investments championed by its government, residents and businesses. For more information, visit jobs.toronto.ca or follow us on Twitter at [Twitter.com/CityTOjobs](https://twitter.com/CityTOjobs), on LinkedIn at [Linkedin.com/company/city-of-toronto](https://www.linkedin.com/company/city-of-toronto) or on Facebook at [Facebook.com/CityTOjobs](https://www.facebook.com/CityTOjobs).

How to Apply:

For more information on these and other opportunities with the City of Toronto, visit us online at

<https://jobs.toronto.ca/jobsatcity/>. To apply online, submit your resume, quoting **Job ID 23021**, by **Friday, December 17, 2021**.

Equity, Diversity and Inclusion

The City is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse residents that we serve. Learn more about the City's commitment to [employment equity](https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US) < https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US >.

Accommodation

The City of Toronto is committed to creating an accessible and inclusive organization. We are committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA).

Should you require Code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. [Disability-related accommodation during the application process is available upon request](https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US). Learn more about the [City's Hiring Policies and Accommodation Process](https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US) < https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US >.