

# Job Title: Senior Plumbing Inspector

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| Posting Id               | 1486                                   |
| Department               | Planning and Infrastructure Department |
| Division                 | Building Division                      |
| Job Grade                | SEA35 Grade 07                         |
| Rate of Pay              | \$86,070.00 - \$99,969.00 Annual       |
| Job Type                 | Full Time                              |
| Replacement/New Position | Replacement                            |
| Posting Type             | Internal and External                  |
| Posting Date             | 05/11/2022                             |
| Application Deadline     | 05/25/2022                             |

## Position Summary

Reporting to the Manager, Inspections, the Senior Plumbing Inspector is responsible for inspecting all new plumbing installations within the City to ensure compliance with relevant sections of the Ontario Building Code.

## Key Duties and Responsibilities

- Attend sites to inspect all new plumbing installations within the City including private dwellings, commercial and industrial buildings, schools, community centres, etc. to ensure compliance with Building Code Act and regulations
- Access technical resources for enforcement of Building Code Act as appropriate
- Communicate with the property owner and other stakeholders as appropriate
- Record all findings, and complete required reports, document inspections
- Prepare court documentation as required
- Review and approve all plumbing drawings of commercial and industrial buildings, and site services to ensure compliance with the Building Code
- Discuss deficiencies with the project engineer
- Annotate drawings to identify revisions or corrections required before final approval and permit issuance
- Investigate Building Code infractions on plumbing permits that do not comply
- Ensure accurate information is recorded on court orders, and serve them in person to property owner as necessary
- Commence legal process when order compliance is not met, including giving evidence and testimony
- Review all plumbing-related complaints received through the City
- Investigate and outline infractions of the Building Code, and ensure all water health and safety regulations are followed
- Respond to plumbing-related enquiries via phone, email and in-person from internal departments and external contacts as required
- Conduct proactive investigations within the City to ensure all new construction has applied for appropriate building permits
- Issue compliance orders as necessary
- Enforce the installation of backflow preventors as per health and safety guidelines

## Education and Experience

- Diploma or Certificate in a building trade, architectural or engineering technology
- Certified Building Code Official is required
- Building Code Qualified is required
- BCIN qualified in all plumbing categories is required
- Certification in Plumbing and/or HVAC is an asset
- Certified Engineering Technologist (CET) is an asset
- Certified Building Code Official is an asset
- Building Code Qualified is an asset
- Backflow Certificate is an asset
- Certified Plumbing Inspector is an asset
- Ontario Plumbing Inspectors Association is an asset
- Plumbing Advisory Committee is an asset

- 5 years related experience

### **Required Skills/Knowledge**

- Proficient in Microsoft Office Suite, PALIS, ADP
- Experience using plumbing inspection related tools
- Construction-related experience
- Conflict resolution skills
- Customer service skills, and experience dealing with the public
- Knowledge of and experience interpreting the Ontario Building Code
- Research skills
- Prioritization skills
- Demonstrates good judgment and makes sound decisions
- Shows commitment to personal growth, development, and leadership opportunities
- Shares new ideas and challenges the status quo
- Proven written and verbal communication skills with the ability to communicate with honesty, openness, respect, and trust
- Takes initiative to participate in a culture of learning, mentoring, and sharing
- Contributes to building and being a part of a positive culture
- Must possess a valid Ontario Class "G" Driver's License, and have access to a vehicle for use on corporate business (mileage compensated) and will be required to provide proof of vehicle insurance upon hire
- Moderate physical exertion required when working in the field
- Exposure to various conditions during site inspections
- Potential crouching, kneeling and crawling during inspections
- Demonstrate the City's corporate values of care, collaboration, courage and service

### **Leadership Competencies**

- Demonstrates personal leadership
- Builds people and culture
- Cultivates open communication
- Shapes the future
- Navigates and leads through complexity and change

The City of Richmond Hill is committed to inclusive, barrier-free recruitment and selection processes. If contacted to participate in the recruitment and selection process, please advise Human Resources if you require an accommodation.

Please note, to be considered for a career opportunity at the City of Richmond Hill you must have received the full series of a COVID-19 vaccine approved by Health Canada (or the World Health Organization). You may also be required to receive any COVID-19 boosters recommended by public health authorities. The City of Richmond Hill will consider cases requiring accommodation as stipulated by relevant employment standards legislation or regulation and/or the Ontario Human Rights Code.