



The Town of Newmarket, Planning & Building Services  
Requires a **Building Inspector 1 (Part 9 Small Buildings)**  
Regular Full-Time (35 hours per week)

*The Town of Newmarket is committed to taking every precaution reasonable in the circumstances for the protection of the health and safety of workers from the hazard of COVID-19. As a condition of being hired by the Town, employees including students and volunteers are required to be fully vaccinated with a Health Canada or World Health Organization approved COVID-19 vaccine series, unless legally entitled to accommodation under the Ontario Human Rights Code. Reference Vaccination Policy.*

Responsible for reviewing and approving Part 9 residential, commercial and industrial construction drawings for Ontario Building Code compliance and performing required mandated inspections of buildings or alterations, including testing and inspecting plumbing installations during and/or after installation to ensure compliance with the Ontario Building Code, Town bylaws and other government regulations. Other responsibilities include recording, monitoring and resolving outstanding building-related field issues; assisting with Property Standards Orders and Orders to Comply under the Ontario Building Code, investigating and resolving new homeowner enquiries and complaints; monitoring progress and scheduling of subdivision development in accordance with governing agreements; responding to emergency calls and “troubleshooting” with developers, consultants, new homeowners and/or the public; preparing documents and attending court as required; issuing building permits; liaising with builder/developers, homeowners and the general public; providing back-up to Bylaw Enforcement Officer on Property Standards issues. Must be qualified or registered with the Ministry of Municipal Affairs and Housing.

**How do I qualify?**

- Diploma in Civil Engineering Technology and/or Architectural Technology or related discipline from a recognized post-secondary institution; eligibility for membership in Ontario Building Officials Association. Must be qualified, and registered with a Building Code Identification Number (BCIN) with the Ministry of Municipal Affairs and Housing and qualified under 2.16.4 to perform house, small buildings, all plumbing, HVAC house and legal processes.
- Thorough working knowledge of the Ontario Building Code and Building Act, Municipal Zoning and Property Standards Bylaws, Planning Act, Tarion Warranty Corp., Provincial Offences Act, Health and Safety Act, and must have knowledge of standards associated with various agencies such as Underwriters Laboratories of Canada, American Society of Heating, Refrigerating and Air Conditioning Engineers, National Standards of Canada, National Building Code of Canada, and other applicable laws.
- Extensive experience in general construction and ability to read construction drawings.
- Excellent inspection, analytical, problem-solving, organizational, mediation and communication skills; ability to make independent decisions and judgement calls in the field on matters relating to life, health and fire safety.
- Ability to communicate effectively with all levels of staff and government, elected officials, consultants, builders, contractors, developers, architects, the general public and building industry organizations.
- Reliable vehicle to use on corporate business including a level of liability acceptable to the Corporation.
- Class “G” Driver’s Licence in good standing with own vehicle to use on corporate business.

**Salary:** \$71,539 - \$89,423

**How do I apply?**

Please apply online at [www.newmarket.ca](http://www.newmarket.ca) by 5:00 p.m. on **October 24, 2022** quoting the file number **22-117**.

The Town of Newmarket is committed to accommodate all applicants in accordance with the Ontario Human Rights Code for all employment activities including the recruitment process. Please no phone calls.