

## **Building Inspector**

The Building Inspector is responsible to carry out site inspections of buildings and structures having or requiring a building or demolition permit for compliance with the reviewed drawings, Building Code Act, Ontario Building Code and all applicable law.

### **Key Duties**

- Schedule and carry out site inspections to determine compliance with reviewed drawings, the Ontario Building Code and other applicable law.
- Utilize a computer tracking system (AMANDA) to document and track inspection requests, site visits and inspections.
- Initiate enforcement of Ontario Building Code and commencement of action for non-compliance under the Building Code Act.
- Advise architects, engineers, designers and owners in order for them to understand the nature of any non-conformities and to rectify contravention and omissions in an expeditious manner.
- Frequent interaction with other municipal personnel, departments and sections.
- Answers inquiries, investigates and responds to complaints and undertakes duties as assigned or as necessary to carry out work in an efficient and effective manner.

### **Qualifications/Skills**

- Relevant University/College program (3 or 4 year diploma) in Architecture, Building Science, or Civil Engineering, or a combination of training, education and experience deemed equivalent.
- Minimum 5 years experience, or a combination of training, education and experience deemed equivalent.
- Experience in building inspections, building code enforcement and orders issuance, representation in courts, thorough knowledge and understanding of the Occupational Health & Safety Act, customer service.
- Experience in the broader public sector, in a unionized environment an asset.
- Registered with the Ministry of Municipal Affairs and Housing, and qualified in the following categories as defined under the Ontario Building Code, Division C - Part 3:
  - General/Legal Process
  - House
  - Plumbing House
  - HVAC House
- Eligibility for and willingness to obtain and maintain certification with the Ontario Building Officials Association (OBOA) as a Certified Building Code Official (CBCO)
- Strong Building Code knowledge and experience to deal with highly complex life and fire safety matters.
- Excellent ability to read and interpret plans and specifications.
- Good skills in Microsoft Office Word, Excel, PowerPoint, AMANDA, Outlook and M365.
- Proven communication skills including written, verbal and listening communication skills.
- Valid Class "G" driver's license and clean driver's abstract.
- Ability to provide a current Criminal Reference Check that is satisfactory to the Town of Ajax upon hire.

## Nice to Have

- A professional designation such as Certified Engineering Technologists (CET), or member of the Association of Architectural Technologist of Ontario (MAATO) is considered an asset.

## What We Offer to Staff

- **Rate of pay:** \$75,093 - \$79,589 per annum
- **Work hours:** This is a unionized position that works a 35 hour work week. Successful candidates must be available to work Monday to Friday from 8:30 a.m. – 4:30 p.m.
- **Benefits:** The Town offers a comprehensive benefit package with paid sick and vacation leave; plus an OMERS pension.

## How to Apply

To apply for this exciting opportunity, please go to the Town of Ajax website at [www.ajax.ca/careers](http://www.ajax.ca/careers). This position is open until filled.

*All Town of Ajax employees are required to be fully vaccinated against COVID-19; proof of vaccination status will be requested as a condition of employment upon hire. Medical exemptions or any other kind of requested exemption based upon the Town's obligations pursuant to the Ontario Human Rights Code will be considered on a case-by-case basis.*

## Equal Opportunity Employer

The Town of Ajax is an equal opportunity employer, committed to diversity and accessibility within the workplace where all employees feel valued, respected, and supported. The Town embraces diversity and gender expression through policy, staff training and providing positive spaces. The Town encourages applications from all qualified candidates. If selected for an interview, please inform Human Resources of any accommodation you may require during the process.