



## PLANS EXAMINER I (BUILDINGS)

JD#: CT11

Job Number: J0323-0176

Job Title: Plans Examiner I (Buildings)

Department:

Building Standards Department

Job Type: Permanent Full Time

Job Category: Building Inspections

Number Of Positions: 1

Date Posted: March 15, 2023

Closing Date: March 29, 2023

Salary: \$3,216.85 - \$3,461.20/Bi-Weekly

Hours of work: 35

Schedule: Monday to Friday

Union: CUPE 905 FT Clerical and Technical

Vaughan is a city on the move. With a downtown core rising from the ground – the Vaughan Metropolitan Centre containing a bustling subway, a state-of-the-art hospital that opened its doors in 2021 – the Cortellucci Vaughan Hospital, exciting projects that are transforming the community. Be a part of something amazing and build your career at the City of Vaughan.

The City of Vaughan is an equal opportunity employer serving one of the fastest-growing municipalities in Canada, we are an organization committed to diversity and inclusivity, providing a thriving work environment, excellent benefits, learning and growth opportunities and a place where collaboration and teamwork are fostered. As one of the Greater Toronto's Top Employers for 2022, we continuously employ workplace best-practices – and they're getting noticed! Excellence demands brilliant personalities, visionary thinking and a passion for public service. Vaughan is your place to grow.

### Position Overview

Responsible for the examination and analysis of building design drawings, specifications, calculations and reports for compliance with and enforcement of the Building Code Act, Building Code as amended, related regulations and applicable laws for the purpose of issuing building permits. Evaluates the Energy Efficiency designs of buildings and verifies all submitted forms. Provides technical assistance/expertise and code interpretations to the public, developers, builders, design professionals, etc., and liaises with department staff, internal departments, and external government/private sector agencies and stakeholders. Performs structural calculations for adequacy review, confirm area/scope of work for building projects, performs site inspections as required, responds to enquiries; researches and prepares reports as required.

### Qualifications and Experience

- University Degree in Architecture, Building Science Structural, Civil Engineering, or suitable equivalent
- Minimum three (3) years' related experience in a municipal building or construction environment
- Successful completion of a combination of following provincial mandated examination program administered and authorized by the Ministry of Municipal Affairs, relating to the Building Code Act and the Building Code as amended in the categories of qualifications set out in the regulation as follows:
  - General Legal/Process
  - Powers and Duties of CBO
  - House
  - Small Buildings
  - Large Buildings
  - Complex Buildings
  - Building Structural
  - Building Services
  - Fire Protection
  - Detection, Lighting & Power
  - HVAC House
  - On-Site Sewage
  - Plumbing House
  - Plumbing All Building
- Eligibility for attaining or have attained the designation standing of Certified Building Code Official (CBCO) and remain certified.
- Eligibility for or full membership in Ontario Association of Architects (O.A.A.), Association

(A. Sc. T.).

- Thorough working knowledge of pertinent code regulations including requirements of the 2012 Building Code, National Building Code, National Farm Building Code, Ontario Fire Code, National Fire Protection Act and any other related standards, laws or statutes.
- Basic knowledge of mechanical, plumbing and electrical installations, lot grading principles and municipal planning processes.
- Ability to interpret design drawings and specifications for buildings, and their component parts.
- Completion of additional Ministry of Municipal Affairs technical courses.
- Good records management skills, and a thorough working knowledge of database management application word processing, and spreadsheet software applications.
- Excellent analytical, report writing, verbal communication and interpersonal skills, time management skills along with the ability to interact and communicate effectively and courteously with the public, and staff of all levels. Ability to work independently or in groups.
- A solid knowledge and understanding of Health and Safety regulations.
- Valid Class "G" Driver's License with access to a reliable vehicle to use on corporate business or the ability to travel safely and efficiently to as required by the business.

The City of Vaughan has an employee-focused culture with an emphasis on health and wellness, work-life balance, and family benefits.

We thank all applicants for their interest; however, only those selected for an interview will be contacted. Please be advised, the City of Vaughan uses email to communicate with applicants for open job competitions.

The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.