

At the City of Brampton, our focus is people. From our employees to the community we serve, people are at the centre of everything we do. Our city is a living Mosaic made up of 250 cultures and 115 spoken languages. Recognized by **Forbes** as one of Canada's top employers and **Maclean's** best communities in Canada, the City of Brampton is a dynamic and innovative place to work and experience. We want you to join us in serving our diverse community with pride and passion.

Our Focus Is People 



**JOB TITLE:** JR. BUILDING INSPECTOR

**DEPARTMENT:** PLANNING, BUILDING & GROWTH DEVELOPMENT

**POSTING NUMBER:** 105068,105344, 105345

**NUMBER OF POSITIONS:** 3

**JOB STATUS & DURATION:** Full Time Permanent

**HOURS OF WORK:** 35-hour workweek / shift work / variable hours

**LOCATION:** Hybrid Model – when working onsite, you will report to the location of FLOWER CITY COMMUNITY CAMPUS.

**SALARY GRADE:** 09

**SALARY RANGE:**     **1<sup>ST</sup> STEP:**     \$ 77,095.20 per annum

**2<sup>ND</sup> STEP:**     \$ 81,172.00 per annum

**JOB RATE:**    \$ 85,412.60 per annum

**JOB TYPE:** Management and Administration/Union

**POSTING DATE:** May 31, 2023

**CLOSING DATE:** June 13, 2023

## **AREA OF RESPONSIBILITY:**

Reporting to the Manager, Standards & Training, performs plans review and building inspections and prepares evidence and attends court to ensure compliance with the Building Code Act, the Ontario Building Code, applicable laws, and by-laws with a primary focus on investigating illegal construction and change of use.

- Respond to Occurrence Reports generated by public inquiry or initiated by Police and/or Fire and Emergency Services reports, By-law Enforcement or internally.
- Partners with Enforcement and By-Law Services, Fire and Emergency Services and Peel Regional Police in obtaining and executing search warrants for entry into illegal dwelling units.
- Issues Orders to Comply, Stop Work Orders, and Orders to Uncover, Orders Not to Cover because of site investigations and in accordance with the legislative process.

- Maintains accurate and comprehensive inspection and investigation records, including field notes, deficiency reports, orders, and photographs.
- Prepares documentation for the purposes of prosecution and testifies in court as required.
- Performs detailed plans review submitted for permit application for construction of second units, housing renovation and miscellaneous projects.
- Performs detailed and comprehensive inspection of buildings and/or sites to ensure that construction is in accordance with the Ontario Building Code, plans, specifications, and documents.
- Provides technical assistance to customers and the public over the counter and responds to telephone enquiries.
- Liaises with building inspectors and plans examiners for resolution of design and construction issues and permit application status.
- Liaise with design professionals, contractors, owners, enforcement officers and other agencies in the completion of plans review.
- Liaises with homeowners, contractors, trades, and professional designers through the construction process to ensure that required inspections are undertaken and that any violations of the Code are corrected.
- Provides comment and input into the development of technical policies and procedures as required.
- Maintains current knowledge of the Ontario Building Code and all standards referenced therein and successfully complete qualification examinations and registration as required by the province.
- Performs additional similar and related duties as assigned.

#### **SELECTION CRITERIA:**

- High school (Grade 12) graduation plus an additional program of over two and up to three years or equivalent in Architectural Technology / Civil Engineering Technology or equivalent.
- Over 1 year – up to and including 2 years of experience in building inspection, construction, or design process.
- Completion of provincial examinations and filing to the province as relevant to the role and as set out in the legislation.
- Legal, House, Small Buildings, Building Structural, HVAC House, Plumbing House
- Non-probationary valid Ontario Class G driver's licence.
- Certified Building Code Officer (CBCO) designation or Building Code Qualified (BCQ) from Ontario Building Official Association (OBOA) and/or new accreditation program from Alliance of Canadian Building Officials' Association (ACBOA) is an asset.
- CET or A.Sc.T. from OACETT is an asset.
- Exceptional written and verbal communication and interpersonal skills with an emphasis on customer service.
- Sound judgment; good decision making and analytical skills.
- Able to work independently and as part of a team.
- Working knowledge of Microsoft Office Suite and additional related software

*\*\*Various tests and/or exams may be administered as part of the selection criteria.*

**Alternate formats will be provided upon request.**

**Interview:** Our recruitment process will be completed with video conference technology.

As part of the corporation's Modernizing Job Evaluation project, this position will undergo an evaluation which may result in a change to the rate of compensation. Any changes affecting this position will be communicated as information becomes available.

If this opportunity matches your interest and experience, please apply online [at: www.brampton.ca/employment](http://www.brampton.ca/employment) quoting **reference #105068, 105344, 105345 by June 13, 2023** and complete the attached questionnaire. We thank all applicants; however, only those selected for an interview will be contacted. The successful candidate(s) will be required, as a condition of employment, to execute a written employment agreement. A criminal record search will be required of the successful candidate to verify the absence of a criminal record for which a pardon has not been granted.

As part of the application process, applicants will be invited to complete a self identification survey. The survey is voluntary. Participation in the survey will have no impact on hiring decisions. Should you wish to opt out of completing the survey, please select "prefer not to answer" as a response to each question. All information collected is confidential and will not be shared with the hiring manager. The surveys will be anonymized and will be kept separate from applicant or employee files, such that the individuals who completed the surveys will not be identifiable. The results of the survey will assist in the analysis of disaggregated metrics for organizational planning purposes and our commitment to advance and foster diversity, equity, and inclusion. The City may use anonymized data to produce aggregate reports for internal or external use.

Please be advised, the City of Brampton uses email to communicate with their applicants for open job competitions. It is the applicant's responsibility to include an updated email address that is checked daily and accepts emails from unknown users. As we send time sensitive correspondence via email (i.e. testing bookings, interview dates), it is imperative that applicants check their email regularly. If we do not hear back from applicants, we will assume that you are no longer interested in the Job Competition and your application will be removed from the Competition.



*The City is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accommodations at any point during the application and hiring process, please contact [TalentAcquisition@brampton.ca](mailto:TalentAcquisition@brampton.ca) or 905.874.2150 with your accommodation needs, quoting the job opening ID#, job title. Any information received relating to accommodation will be addressed confidentially.*