

The City of Pickering is committed to creating an equitable, diverse and inclusive workplace and strives to foster a sense of belonging, empowerment and respect among all employees and community members. We recognize and value that diverse perspectives, skills, backgrounds, and lived experiences contribute to the growth and strength of our organization and community. As such, we welcome and encourage applications from Indigenous Peoples and equity-deserving communities including women, persons with disabilities, racialized persons, persons who identify as 2SLGBTQI+, and other diverse communities.

EXAMINER/INSPECTOR

The incumbent reviews building design proposals submitted pursuant to building permit applications, and coordinates their approvals. The incumbent also conducts site investigations and inspections on defined buildings, at the direction of the Chief Building Official.

Successful applicants will possess the following:

- Successful completion of a post secondary diploma/degree in a discipline related to the position, or an acceptable combination of education, experience, and workplace training.
- A member in good standing of the Association of Architectural Technologists of Ontario, the Ontario Association of Certified Engineering Technicians and Technologists, or the Ontario Building Officials Association would be an asset.
- Successful completion of the provincially mandated exam program administered or authorized by the Ministry of Municipal Affairs and Housing. In addition to successful completion of either of the courses entitled “General Legal/Process” or “Powers and Duties of a Chief Building Official”, the incumbent possesses/obtains and maintains Provincial Building Code qualification in the following three categories of classification as prescribed by the Building Code for the types of buildings for which they will conduct plans review or inspections:
 - House
 - Small Buildings
 - Building Structural

Note: Alternatively, any acceptable combination of the above and below categories of classification (minimum three), may be considered adequate qualification at the discretion of the Chief Building Official, based on the Corporation’s needs and scope of plans review or inspections.

- Plumbing – House
 - Plumbing – All Buildings
 - HVAC – House
 - Building Services
 - Large Buildings
 - Complex
- Three years’ experience in a Municipal building regulatory or similar environment.
 - Extensive working knowledge and experience with the Ontario Building Code and the National Farm Building Code of Canada with a detailed understanding and ability to interpret all the current technical regulations within the Code and standards referenced therein.
 - Basic knowledge of regulations within the Ontario Fire Code and *Occupational Health & Safety Act* would be an asset.
 - Understanding of plumbing, heating, ventilating and air conditioning design for small residential buildings.
 - Ability to read and interpret all types of building plans and specifications.
 - Ability to prepare thorough, concise and descriptive written reports and recommendations.
 - Well-developed organizational, communication and customer service skills.
 - Well-developed decision making and problem-solving skills.
 - Prior experience with Bluebeam or other CADD is considered an asset.
 - Prior experience with a municipal database is considered an asset.
 - Prior experience with a building permit portal is considered an asset.

Employment Opportunity

- Demonstrated proficiency in the use of personal computers and Windows based office suite applications.
- Ability to work independently with minimal supervision.
- Must be prepared to undergo a Criminal Reference Check as a condition of employment.
- During employment there may be the requirement to drive a municipal vehicle, as such consent to obtain a driver's abstract from the Ministry of Transportation is mandatory. Must possess a valid Class "G" Ontario Drivers Licence. A clean driving record is preferred.

Compensation includes a comprehensive benefits package, pension plan and a salary ranging from \$41.40/hr. to \$46.00/hr. (based on a 35 hour work week).

Qualified candidates may complete an [online application form](#) or submit a detailed resume and cover letter by no later than midnight (Eastern Standard Time) on Monday, June 19, 2023 to:

Recruitment Specialist
Human Resources Department
One The Esplanade
Pickering, ON L1V 6K7

By Email: hr@pickering.ca
By Fax: 905.420.4638
Online: pickering.ca/employment

We thank all applicants for their interest, however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and is used for the purpose of candidate selection.

The City of Pickering is committed to inclusive and barrier-free employment practices, and to creating a workplace that reflects and supports the diversity of the community we serve. In accordance with the *AODA Act*, accommodations will be provided throughout the recruitment process where required. Documents can be made available in alternate formats upon request.

An Equal Opportunity Employer   