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The City work for you.



## Manager, Building Safety and Inspection Services

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

Reporting to the Director of Development, Business & Building Services the Manager of Building Safety and Inspection Services is accountable for and oversees the strategic direction and operational management of the Division in alignment with the Corporate Strategy and Department goals. Building Safety and Inspection Services is accountable for public safety under the Alberta Safety Codes Act and the protection of City subdivision assets, while providing strategic direction to ~100 staff in an operational team within Development, Business & Building Services.

As a member of the Development, Business & Building Services Management Team, you will be expected to foster an inclusive leadership approach that promotes equity, diversity and inclusion, as well as psychological and physical safety. As a strategic decision-maker, you will possess political acumen and have experience in leading transformational change and enabling innovation. Primary duties include:

- Lead, motivate and develop the leaders and inspectors of the Building Development Inspectors.
- Cultivate and empower a psychologically safe and healthy workplace.
- Lead a cultural change that focuses on a customer centric approach.
- Monitor high volume output while ensuring the service deliverable of quality, operational performance, and appropriate interpretation of Safety Codes and other applicable legislation.
- Support the development and implementation of strategic objectives, processes, policies and plans to ensure the City of Calgary building and development standards are competitive and compliant.
- Provide reports and updates to the Director's Office and senior leadership through presentation, metrics and engaged meetings.
- Develop partnerships with the construction industry.
- Proactively identify and forecast priorities, process improvements, update service agreements, manage risks and report on performance metrics.
- Ensure maintenance of City network integrity, developer compliance with requirements, minimal public disruptions and continuity of services while coordinating development activities from preconstruction to final acceptance.
- Effectively manage resources to achieve results that are aligned with business goals and customer service.
- Understand and navigate the workings, structure and culture of municipal government as well as the impacts of business decisions and opportunities.

### Qualifications

- A completed 2 year diploma in a relevant discipline and at least 10 years of experience in construction project/program management, including at least 7 years providing strategic leadership in a supervisory capacity; OR
- A related Degree combined with 8 to 10 years of progressively more senior and diverse work experience, including at least 5 years' experience leading and supervising a team.
- Aligning with City corporate values, you will have demonstrated success in building, developing and leading strong teams, leading and managing change, developing and using metrics to improve organizational performance, deploying resources to achieve effective and efficient outcomes, and establishing and maintaining strong and positive working relationships with colleagues, clients, and/or elected officials.
- Experience and success in creating and executing a strategic vision and direction for a complex organization or division, ideally in a service-based environment is a preferred asset.
- A valid Class 5 Driver's Licence (or provincial equivalent), with no more than 6 demerits and no current suspensions or charges pending OR; a valid Graduated Driver's Licence (GDL) with no more than 4 demerits and no current suspensions or charges pending.
- A Master's in business administration (MBA) would be an asset.
- Equivalent combinations of experience and education may be considered.

### Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: Exempt  
Position Type: 1 Permanent  
Compensation: Level G \$101,739 – 160,067 per annum  
Hours of work: Standard 35 hour work week.  
Audience: Internal/External

Business Unit: Development, Business & Building Services  
Location: 3705 35 Street NE  
Days of Work: This position works a 5 day work week earning 1 day off in a 3 week cycle.  
Apply By: January 18, 2024  
Job ID #: 308888

Apply online at [www.calgary.ca/careers](http://www.calgary.ca/careers)