



Plans Examiner III (Mechanical) Development Services

Position Summary

The Development Services team is accepting applications for the full-time position of Plans Examiner III. Reporting to the Manager, Plans & Permits, this position is responsible for reviewing documents submitted in support of building permit applications to ensure compliance of various stages of construction of all residential, commercial, institutional and industrial building systems, works, fixtures and service systems appurtenant to buildings regulated by Part 3, 6, 7, 9 & 11, Division B of the Ontario Building Code (OBC).

Major Job Responsibilities

Reviews fire protection, fire alarm, mechanical HVAC, plumbing and site servicing drawings, specifications, and technical reports for compliance with the Ontario Building Code, Municipal By-laws and all other applicable laws and standards, as amended. This includes:

- Review the HVAC and plumbing systems and components of all Part 3 and 9 buildings to ensure conformance with the OBC and related standards
- Review the Fire safety systems and components of all Part 3 and 9 buildings to ensure conformance with the OBC and related standards
- Review the site servicing systems and components of all Part 3 and 9 buildings to ensure conformance with the OBC and related standards
- Communicating deficiencies and other requirements to applicants within the mandated timeline of provincial legislation
- Performing technical research and professional judgment to provide interpretations of the requirement of the OBC Act and Regulations under the director of the Chief Building Official; researching non-prescriptive and alternative design proposals submitted with building permit applications
- Providing advice and code interpretations to a variety of internal and external contacts including designers and contractors
- Assisting in the processing of building permit applications through the use of the information tracking database

Customer Service

- Provides front line customer service by responding to Part 3 and 9 mechanical specific code inquiries at the counter, electronically and by telephone
- Liaise with property owners, contractors, engineers, architects and other departments on matters related to construction

Education and Experience

- Post-secondary advanced diploma in Architectural or Engineering Technology discipline or equivalent education and knowledge in the construction industry
- Post-secondary Degree in Mechanical or Fire Engineering is preferred
- Five (5) - seven (7) years of design, review or construction management experience
- Related municipal/plans review experience preferred
- Ministry of Housing Building Code Identification Number (BCIN) qualifications in:
 - Require - Legal
 - Require - Plumbing House
 - Require - Plumbing All Buildings
 - Require - Building Services
 - Require - HVAC House
 - Large Buildings

- Detection, Lighting & Power
- Fire Protection

Certifications and Designations

- Registered as an Architect or Professional Engineer and in good standing within the Ontario Association of Architects or the Professional Engineers of Ontario
- Ministry of Housing Building Code Identification Number (BCIN)
- Certified Building Code Official (CBCO) with the Ontario Building Code Officials Association is considered an asset
- Professional Engineer - Professional Engineers of Ontario is considered an asset
- Certified Engineering Technologist (C.E.T) with the Ontario Association of Certified Engineering Technicians and Technologist is preferred

Salary Range: \$82,755 - \$103,443 (based on a 35-hour work week)

Interested applicants should apply online at www.milton.ca under the Employment Opportunities section. The job posting closes at **12:00 am on March 10, 2024**. Interested applicants, please ensure to apply by **11:59 pm on March 9, 2024**.

In accordance with the Freedom of Information and Privacy legislation, applicant information is collected under the authority of the Municipal Act and will be used strictly for candidate selection.