

SENIOR MANAGER, PLAN REVIEW

Job ID: 47861

Job Category: Audit, Compliance & Inspections

Division & Section: Toronto Building, Tor Bldg Toronto & East York District

Work Location: City Hall

Job Type & Duration: Full-time, Permanent

Salary: \$140,350.00 - \$182,614.00 Wage Grade 9

Shift Information: Mon – Fri, 35 hours per week

Affiliation: Non-Union

Number of Positions Open: 1

Posting Period: 28-JUN-2024 to 12-JULY-2024

Reporting directly to the Director, Plan Review & Deputy Chief Building Official, the Senior Manager, Plan Review, will spearhead the development and implementation of detailed plans and policies tailored to program-specific requirements for the Toronto Building division. This role is pivotal in driving continuous improvement within our division through thorough analysis and the implementation of modern, effective plan-review practices. You'll provide invaluable oversight and guidance to our program management staff, equipping them with the necessary tools to enhance efficiencies and improve the effectiveness of our services within the Plan Review section.

Managing a diverse team supporting the plan-review process, you'll oversee all activities within our plan-review section, ensuring seamless operations for our stakeholders. Championing high standards of work quality, organizational performance, and continuous learning while fostering a culture of innovation, you'll motivate your team to improve policies and procedures relating to planning and review processes.

In addition to managing the section's budget and assisting the Director, Plan Review & Deputy Chief Building Official, in directing plan-review activities, you'll play a key role in developing and implementing functional policies and programs aimed at driving long-term business performance. Your expertise will be crucial in overseeing and coordinating working groups responsible for developing programs and practices related to divisional plan review issues.

Ensuring compliance with regulations and by-laws governing program delivery, you'll provide guidance on interpreting and applying relevant codes and by-laws, as well as managing relevant legal and regulatory disputes relating to the plan-review function.

Your influence will extend beyond the divisions as you represent Toronto Building and the City in communicating with members of the public. Providing expert advice on technical matters related to complex construction projects and mediating differences between stakeholders will be part of your mandate. You'll also prepare comprehensive reports for consideration by Council, and participate in public and stakeholder meetings to address community concerns.

Key Qualifications:

1. Education in engineering, architecture, urban planning, or a related field, or approved equivalent of education and experience.
2. Extensive experience in leading a plan-review function within a large, complex environment.

3. Considerable experience in leading and motivating a diverse team, and fostering a culture of collaboration, innovation, and continuous improvement.
4. Experience in managing a large budget and ensuring fiscal responsibility.
5. You are qualified, in the process of obtaining qualification, or able to complete and achieve qualification, as a Manager as required and administered by the Ministry of Municipal Affairs and Housing in accordance with the Ontario Building Code Act
6. Exceptional interpersonal and communication skills, with the ability to effectively engage and collaborate with internal and external stakeholders at all levels, including government officials, industry partners, and community members.
7. Comprehensive knowledge of relevant regulations, codes, and by-laws governing construction and building standards, with a demonstrated ability to ensure compliance and resolve related disputes.
8. In-depth understanding of building codes, zoning regulations, and other relevant laws, coupled with the ability to provide technical guidance and leadership on complex construction projects and related matters.
9. Ability to effectively represent the division to the public, media, and governmental bodies, with the ability to articulate complex technical and policy issues clearly across audiences.

Note To Current City of Toronto Employees

City of Toronto employees are eligible to apply for the posted job opportunity, but cannot hold two different jobs. To be considered for this job posting, you must indicate that you are a "Current City of Toronto employee" on the on-line application form, and provide your "Employee Number".

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How to Apply:

For more information on this and other opportunities with the City of Toronto, visit us online at <https://jobs.toronto.ca/jobsatcity/>. To apply online, submit your resume, quoting Job ID 47861, by Friday, July 12, 2024.

Equity, Diversity and Inclusion

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Accommodation

The City of Toronto is committed to creating an accessible and inclusive organization. We are committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA).

Should you require Code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. [Disability-related accommodation during the application process is available upon request](#). Learn more about the City's [Hiring Policies and](#)

[Accommodation Process < https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US>](https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US)