



Township of Selwyn Invites Applications for the Position of Building Official (2 Positions Available)

The Township is seeking applications for the position of **Building Official**. In this role, the successful candidates will inspect buildings under construction to ensure compliance to all applicable law, including the Ontario Building Code Act (OBCA), its regulations and all other applicable legislation. Detailed job descriptions are available on the Township website www.selwyntownship.ca.

The ideal candidates will have a post-secondary education or equivalent in Architecture or Civil Engineering Technology or a related field. Candidates should be a current member or willingness and ability to become a member of the Ontario Building Officials Association (OBOA).

Ideal candidates for the position of Building Official 1 will have one-year related experience in a business or municipal setting and will be qualified and registered with the Ministry of Municipal Affairs and Housing in the categories of General Legal Process, House, HVAC – House and Plumbing House.

Ideal candidates for the position of Building Official 2 will have three-years' related experience as well as be qualified and registered with the Ministry of Municipal Affairs and Housing in the following categories: General Legal Process, Small Buildings, Building Services, Plumbing All Buildings and On-Site Sewage. Selected candidates will have or be willing to obtain their qualification in Large Buildings.

The successful candidates will have a good understanding of the principles of urban planning, the Township's Zoning By-laws, Building Code, and other relevant legislation. A good working knowledge of personal computers, database, GIS, AutoCAD and web-based mapping software, and word processing programs is required. The person requires superior interpersonal and customer service skills and must act professionally in providing service to the public and as a representative of the municipality.

The successful candidates will be offered a Building Official 1 or 2 position commensurate with their qualifications. Based on a 35-hour work week the hourly wage range is:

Building Official 1: \$29.95 to \$36.45

Building Official 2: \$35.39 to \$43.05

Qualified candidates are invited to submit their application, consisting of a resume and cover letter, to the undersigned by **12 noon, Monday July 15th, 2024**.

Kim Berry, HR Coordinator
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