

At the City of Brampton, our focus is people. From our employees to the community we serve, people are at the centre of everything we do. Our city is a living Mosaic made up of 250 cultures and 171 spoken languages. Recognized by **Forbes** as one of Canada's top employers and **Maclean's** best communities in Canada, the City of Brampton is a dynamic and innovative place to work and experience. We want you to join us in serving our diverse community with pride and passion.

Our Focus Is People 



JOB TITLE: MECHANICAL INSPECTOR, HVAC
DEPARTMENT: PLANNING, BUILDING&GROWTH MGMT
POSTING NUMBER: 105713
NUMBER OF POSITIONS: 1
JOB STATUS & DURATION: Full Time Permanent
HOURS OF WORK: 35 hour workweek / variable hours
LOCATION: Hybrid Model*– when working onsite, you will report to the location of Flower City Community Campus.
SALARY GRADE: 12
SALARY RANGE: **1ST STEP:** \$87,960.60 per annum
 2ND STEP: \$92,601.60 per annum
 JOB RATE: \$97,479.20 per annum

JOB TYPE: Union
POSTING DATE: November 16, 2023
CLOSING DATE: November 30, 2023

AREA OF RESPONSIBILITY:

Reporting to the Supervisor, Inspections Building, this position is responsible for conducting inspections to ensure construction and installations related to heating, ventilation and air conditioning (HVAC) meet all referenced standards set by the Ontario Building Code as well as plans, specifications, documents.

- Maintains a portfolio of issued permits to ensure minimum service level guidelines are maintained and construction does not progress without required inspections.
- Performs detailed and comprehensive inspections of buildings and/or sites to ensure that construction is in accordance with the Ontario Building Code, plans, specifications and documents.
- Identifies reports and/or tests required by professional engineers (geotechnical, structural, mechanical, fire protection) and architects, to ensure they are received at the relevant stages of construction and correctness and remedial measures are taken where reports and/or construction is deficient.
- Liaises with homeowners, contractors, trades and professional designers through the construction process to ensure that required inspections are undertaken and that any violations of the Code are corrected.
- Requests information and/or additional documentation from manufacturers and testing agencies for verification and ruling, to resolve uncertainty with new products or systems as it relates to intended performance, Building Code requirements and suitable site condition application.
- Provides assistance to homeowners and professionals who require clarification and understanding of the purpose and intent of the Ontario Building Code as it applies to interpretation, compliance methods, and current updates.
- Liaise with plans examiners to resolve design and construction issues related to the Ontario Building Code.
- Respond to Occurrence Reports generated by public inquiry or initiated by Police and/or Fire Services reports, By-law Enforcement or internally.
- Investigate fire damage and building impact/failure accidents to determine requirement for a building permit or unsafe condition.
- Maintains accurate and comprehensive “real time” inspection and investigation records; including field notes, deficiency reports, orders and photographs.

- Issues Orders pursuant to the Building Code Act as a result of site investigations and in accordance with the legislative process.
- Prepares documentation for the purposes of prosecution and testifies in court as required.
- Provides comment and input into the development of technical policies and procedures as required.
- Maintains current knowledge of the Ontario Building Code and all standards referenced therein and successfully complete qualification examinations and registration as required by the Province.
- Performs additional similar and related duties as assigned.

SELECTION CRITERIA:

- High school (Grade 12) graduation plus an additional program of over two and up to three years in Civil Engineering Technology (Mechanical Specialization) or equivalent
- Over four years, up to and including eight years of experience in HVAC system design, installation and/or inspections.
- Successful completion of the Ministry of Municipal Affairs & Housing Provincial qualification examinations for: Legal Process, HVAC – House, Building Services.
- Filed and registered with the Ministry of Municipal Affairs & Housing (MMAH) i.e. BCIN (Building Code Identification Number)
- Non-probationary valid Ontario Class G driver's licence.
- Heating, Refrigeration and Air Conditioning Institute of Canada (HRAI) courses: Residential Heat Loss and Gain Calculations, Residential Air System Design, Small Commercial Heat Loss and Gain Calculations and Small Commercial Air System Design.
- Sound judgment; good decision making and analytical skills.
- Working knowledge of Microsoft Office Suite and additional related software.
- Exceptional written and verbal communication and interpersonal skills with an emphasis on customer service.
- Able to work independently and as part of a team.

***Various tests and/or exams may be administered as part of the selection criteria.*

Alternate formats will be provided upon request.

Interview: Our recruitment process may be completed with video conference technology.

As part of the corporation's Modernizing Job Evaluation project, this position will undergo an evaluation which may result in a change to the rate of compensation. Any changes affecting this position will be communicated as information becomes available.
*Our Hybrid Model is subject to change.

If this opportunity matches your interest and experience, please apply online quoting **reference #105713 by November 30, 2023** and complete the attached questionnaire. We thank all applicants; however, only those selected for an interview will be contacted. The successful candidate(s) will be required, as a condition of employment, to execute a written employment agreement. A criminal record search will be required of the successful candidate to verify the absence of a criminal record for which a pardon has not been granted.

As part of the application process, applicants will be invited to complete a self-identification survey. The survey is voluntary. Participation in the survey will have no impact on hiring decisions. Should you wish to opt out of completing the survey, please select "prefer not to answer" as a response to each question. All information collected is confidential and will not be shared with the hiring manager. The surveys will be anonymized and will be kept separate from applicant or employee files, such that the individuals who completed the surveys will not be identifiable. The results of the survey will assist in the analysis of disaggregated metrics for organizational planning purposes and our commitment to advance and foster diversity, equity, and inclusion. The City may use anonymized data to produce aggregate reports for internal or external use.

Please be advised, the City of Brampton uses email to communicate with their applicants for open job competitions. It is the applicant's responsibility to include an updated email address that is checked daily and accepts emails from unknown users. As we send time sensitive correspondence via email (i.e. testing bookings, interview dates), it is imperative that applicants check their email regularly. If we do not hear back from applicants, we will assume that you are no longer interested in the Job Competition and your application will be removed from the Competition.



The City is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accommodations at any point during the application and hiring process, please contact TalentAcquisition@brampton.ca or 905.874.2150 with your accommodation needs, quoting the job opening ID#, job title. Any information received relating to accommodation will be addressed confidentially.