

Building Inspector

Guided by the goals and objectives of the City of Guelph Corporate Strategic Plan and committed to the Corporate Values of integrity, excellence and wellness, the candidate will aid in the achievement of the Community Vision – to be the city that makes a difference.

Hours of Work:

35 hours per week, Monday to Friday

Duties:

- Perform building, plumbing & HVAC inspections on residential construction projects under Part 9 of the Ontario Building Code.
- Assist Building Inspector II's with inspections of low rise residential housing projects and associated ancillary buildings, as required.
- Provide support and advice to the Technical Lead, Residential Inspections.
- Prepare and issue reports, letters and Orders in relation to on-site inspections.
- Issue Provincial Offence Notices and Information under the Provincial Offences Act and attend court, as necessary.
- Establish and maintain good positive relationships with the public, professionals and City staff.
- Perform other related duties as assigned.

Qualifications:

- Experience related to the duties listed above normally acquired through a 3 year diploma in Architectural or Construction Engineering Technology or closely related field and over 2 to 3 years' experience in building construction or working within a related municipal building services role. Candidates with an equivalent combination of education and experience may be considered.
- Must be qualified with the Ministry of Municipal Affairs and Housing in the following categories:
 - General Legal
 - House
- Qualifications in Small Buildings, HVAC House and Plumbing House would also be required. Candidates who do not currently possess any of these 3 qualifications would be required to obtain within a specified timeframe.
- Must possess a valid Class "G" driver's licence with a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their licence is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Demonstrated knowledge and ability to interpret Codes, By-laws and working (construction) drawings, with an excellent understanding of the Building Code Act, Ontario Building Code (specifically division B, Part 9), Ontario Fire Code and municipal by-laws.

- Experience in Plans Examination would be an asset.
- Strong level of judgement and ability to resolve complex problems related to inspections.
- Must possess intermediate computer skills with Microsoft Outlook, Word and relevant software.
- Must have experience with building permit related software (preferably AMANDA).
- Must possess excellent written and verbal communication skills.
- Must possess strong team skills, customer service and conflict resolution skills.
- Knowledge of the Provincial Offences Act and the Occupational Health & Safety Act.
- Must be able to perform the physical requirements of the job which includes walking, sitting and standing for extended periods of time; climbing, crawling and stooping will also be required on a regular basis.
- A satisfactory Police Record Check would be required at time of offer.

THIS IS A SAMPLE JOB PROFILE.PLEASE VIEW THE “CAREERS/JOB” PAGE FORCURRENT OPENINGS THAT WE ARE ACTIVELY RECRUITING FOR