

Building Inspector II

The City of Guelph is a vibrant and diverse community with a unique sense of place located in southern Ontario along the Innovation Corridor that runs between Toronto and Kitchener-Waterloo. We are also one of Canada's fastest-growing cities with a projected population increase from 135,000 people to almost 170,000 in the next 10 years. Guelph is consistently ranked as one of the best places in Canada to live, work, and play—all good reasons to consider a career in this beautiful city.

Job summary

Applications are being accepted for the position of **Building Inspector II** within Building Services. With a focus on quality customer service and continuous improvement, this position will be guided by the goals and objectives of the City of Guelph Corporate Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

HOURS OF WORK:

35 hours per week, Monday to Friday between the hours of 7:30 am and 5:00 pm.

Duties

- Perform building, plumbing and HVAC inspections of new residential housing projects and associated ancillary buildings under Part 9 of the Ontario Building Code.
- Support the proactive enforcement of the Shared Rental Housing Program.
- Implementation the Dormant Permits Program.
- Assist Building Inspector III's with new ICI/Large Complex Building projects, as required.
- Perform municipal by-law inspections as required.
- Prepare and issue reports, letters and Orders in relation to on-site inspections, as necessary.
- 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

- Considerable experience related to the duties listed above, normally acquired through the completion of a 3-year community college diploma program in Architectural Technology or Construction Technology and 4 – 5 years of building construction and/or municipal building department experience working in a similar role. Candidates with an equivalent combination of education and experience may be considered.
- Accredited with the Ontario Building Officials Association as a Certified Building Code Official (or in the process).
- Must possess a valid G driver's licence with a good driving record.
- Qualified with the Ministry of Municipal Affairs and Housing in the following categories:

House, Small Buildings, Plumbing – House, Plumbing – All Buildings, HVAC – House and Detection, Lighting & Power. Applicants who do not currently possess these qualifications will be required to do so within a reasonable timeframe.

- Ability to interpret Codes, By-laws and working (construction) drawings, with a strong understanding of the Building Code Act, Ontario Building Code, Ontario Fire Code and municipal By-laws.
- Intermediate skills with Microsoft Office (Outlook and Word) and relevant software.
- Experience with AMANDA Software.
- Have excellent written and verbal communication skills as well as excellent team skills, customer service and conflict resolution skills.
- Knowledge of the Provincial Offences Act and the Occupational Health & Safety Act.
- A satisfactory Police Record Check required at time of offer.

Rate

\$37.75-\$46.33 per hour

How to apply

Qualified applicants are invited to apply using our **online** application system by **Friday January 28, 2022**. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered. Proof of qualifications will be requested at the interview stage.

Please visit the job posting listed on our careers page and click on the “Apply for this job” button. Instructions will follow.

The City of Guelph is an equal opportunity employer which values diversity in the workplace. We are therefore happy to accommodate any individual needs in keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require an accommodation in order to participate in the hiring process, please contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.