



## Chief Building Official

### TYPE of POSITION: Permanent Full-time

The Chief Building Official is responsible for the management and enforcement of the *Building Code Act*, the *Ontario Building Code*, the *Building By-Law*, the *Property Standard By-Law*, and all other pertinent municipal and provincial regulations and statutory requirements, within the Township of North Stormont.

The ideal candidate will work in an office environment. There is a constant requirement to respond to numerous requests for subject matter information, analyses and recommendations from the CAO / Clerk, Council, and colleagues, and to enquires from a wide range of external clients and stakeholders, often involving high-priority issues, short deadlines, concurrent demands and changing priorities, as well as occasional interaction with angry or confrontational individuals. The preceding conditions may result in personal stress and frustration.

There is also a regular requirement to visit construction / demolition sites for inspections, with exposure to hazardous environments and inclement weather conditions.

The Chief Building Official shall:

Conducts detailed plan examinations to ensure compliance with the *Ontario Building Code Act*, the *Ontario Building Code*, and associated regulations; and issues building permits.

Conducts site inspections at various stages of construction / demolition to ensure *Ontario Building Code* standards are being met; and issues Orders to Comply, Stop Work Orders, Notices of Violation, etc., as required by regulations and By-laws.

Assists in the development and implementation of comprehensive Township building / construction By-laws.

Prepares letters of compliance; reviews Special Occasion Permits; conducts coordinated inspections with other departments and agencies (e.g., on matters such as retrofits); and researches new products / materials for code compliance.

Communicates with engineers, consultants, architects, contractors, builders and property owners to provide information, technical advice, interpretation and guidance related to *Ontario Building Code Regulations*, and to building / construction applications and permits.

Prepares, presents and manages the Department's operating and capital budgets; and implements new and improved methods, technologies and programs which contribute to the achievement of North Stormont's goals and objectives, as set by Council

The Corporation of the Township of North Stormont is an equal opportunity employer. The Corporation offers a competitive salary ranging from \$65,913 to \$98,311, contingent on experience, as well as an interesting benefit package.

We thank all candidates for their interest, however, only those selected for interviews will be contacted.

## **Mandatory Competencies and Skills**

- A degree from a recognized university in Civil Engineering or Architecture; or a Diploma in Building Sciences, Construction Engineering Technology or Architectural Technology; or an equivalent combination of education and experience in the construction field.
- Certification from the Ontario Building Officials Association as being a Certified Building Code Official (CBCO).
- Qualification with the Ministry of Municipal Affairs and Housing in the following areas: Houses, Small Buildings, Plumbing (all buildings), Building Services, Building Structural, Large Buildings, Complex Buildings and CBCO legal.
- Working knowledge of techniques and practices in the various disciplines associated with the design and construction of buildings.
- Knowledge of the methods and techniques of project management, financial management and human resources management.
- Knowledge of relevant legislation, regulations, codes of practice, By-laws and policies pertinent to the use, construction and occupancy of buildings; and of the *Occupational Health and Safety Act*; and awareness of the *Provincial Offences Act*, the *Canada Evidence Act*, and the *Ontario Courts of Justice Act*.
- High degree of professionalism coupled with advanced communications skills in such areas as presentations, consultations, collaboration, negotiation, conflict resolution, facilitation and consensus-building; and effective written communications skills.
- A valid G Class driver's license is required to travel to various inspection sites throughout the Township.

**Please submit: (1) a cover letter of interest, (2) resume, by 12:00 pm (noon) on June 1st, 2018 to:**

Human Resources  
Township of North Stormont  
15 Union St., P.O. Box 99  
Berwick, ON K0C 1G0

Tel: (613) 984-2821  
Fax: (613) 984-2908  
[hr@northstormont.ca](mailto:hr@northstormont.ca)  
[www.northstormont.ca](http://www.northstormont.ca)

**Start Date: July 3rd, 2018**