



Building Inspector

Employment with the Building Inspection Services Board which offers an opportunity to make a difference in our communities. The Building Inspection Services Board covers the issuance of Building Permits and enforcement of the Ontario Building Code for the Town of Deseronto, Township of Madoc, Municipality of Marmora and Lake, Township of Stirling-Rawdon, Municipality of Tweed and Township of Tyendinaga.

We are seeking an individual full time, to join our team that will assist our communities with continuous improvement and is able to be forward-thinking while providing excellent customer service.

Position Details:

Under the direction of the Chief Building Official (CBO) in conjunction with the BISB Board, the Building Inspector is to exercise powers and perform duties under the Building Code Act and to perform inspections for which qualified to complete. Also, to perform duties in an independent manner. The Inspector may be required to assist the CBO from time to time.

Please note this position is provided a vehicle to be used during business hours only.

Qualifications:

Certified Building Code Official designation and be willing to maintain the certification as per the Provincial categories of qualifications. Building structure and Large Building certification preferred. Three years experience in a municipal environment and be able to demonstrate communication and public relations skills.

- Thorough knowledge of the Building Code Act
- Knowledge of the Municipal Act and other regulations related to this position.
- Must have a valid BCIN
- Excellent organizational and time management skills
- Excellent computer skills and knowledge and/or experience with Cloud Permitting system
- Knowledge of Microsoft Office
- Examine and recommend for approval or rejection applications of building permits based on plans and specifications submitted in compliance with the Building Code Act and the Building Code
- Prepare inspection reports
- Maintain a logbook
- Valid Class "G" driver's license in good standing with a clean driver's abstract
- Must provide a vulnerable sector check satisfactory to the Employer
- Willing to attend meetings during and after normal working hours
- Must be able to ensure the health and safety of the department and understand the occupational requirement to be able to navigate on uneven ground at construction sites during building inspections.
- Assist with other day to day activities as requested from the CBO.

The salary range for the position is \$\$39.85 to \$49.73.

To view the Job description [Employment - Township of Stirling-Rawdon](#)

Qualified applicants are invited to submit their covering letter and resume in confidence by 1:00 pm on May 26th, 2022 clearly marked "Building Inspector" to the attention of the undersigned by mail or e-mail.

Roxanne Hearn, AMCT
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