



The Corporation of the Town of Midland

invites applications for the position of

Building Inspector

(permanent full-time, 35 hours per week)

Join our innovative team of collaborators who are passionate about providing exceptional municipal services to our community. We strive to help our employees to reach their professional goals through rewarding projects, collaborative team environments, and professional development. The Town of Midland is committed to increasing overall employee health and wellness and we are dedicated to supporting flexibility and providing employees with a better work-life balance.

We Offer:

Work-life Balance & Flexibility	OMERS Pension	Perks & Discounts	Paid Time Off	Wellness	Extended Health Benefits
	Supporting our Community	Personal & Professional Development	Paid Time Off	Fun & Fostering Environment	

The Opportunity

The Building Inspector will have the opportunity to complete inspections and review plans on a wide variety of building types, making for an interesting workday. The building inspector will be utilizing online permitting and electronic plan review to keep the department efficient and eliminate repetitive elements of the permit process. The Town also provides opportunities for training and professional development.

What you will do:

- Conduct site inspections in relation to issued permits.
- Respond to complaints and inspect properties to ensure their use and condition is in conformity with applicable statutes, regulations, and by-laws.
- Write and issue orders as appropriate when a contravention is found and follow up as may be necessary.

What you will need:

- Post-secondary education in Architectural Technology, or related field, or related experience.
- Certified Building Code Official designation.
- Ontario Building Code (OBC) qualifications in General Legal and either Small Buildings or House.
- Three (3) years of construction or building inspection experience preferred.
- Valid Class 'G' Ontario driver's license and a reliable vehicle.

Please see the attached job description for further details. The successful candidate will be required to complete a Criminal Record Check and Driver's Abstract, in accordance with the duties of this position.

This IBEW Local 636 union position offers competitive total compensation including starting hourly wage of \$32.30, OMERS pension, 8 paid sick days and 18 discretionary paid days per year.

Application: If you are interested in this opportunity, apply directly through our ADP Applicant Tracking System (ATS). Instructions on how to apply to this opportunity (or other postings) can be found on our [website](#). No phone calls please.

This posting closes on [Sunday, April 28, 2024 @ 11:59 p.m.](#)

We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.

As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. We encourage applications from Indigenous peoples, racialized people, persons with disabilities, and those who identify as LGBTQ2S+.

The Town of Midland is committed to providing accommodation based on any human rights protected grounds and in accordance with the AODA, throughout the recruitment and selection process. If you require accommodation, please notify us when contacted for an interview and we will work with you to meet your needs.



Town of Midland - Job Description

Position Title: Building Inspector
Department: Community and Growth – Building
Reports To: Chief Building Official

Position Summary

Reporting to the Chief Building Official, the position of Building Inspector involves meeting with the public and contractors in regard to Building Code matters, plans examination in order to achieve compliance with the Ontario Building Code, site inspections to ensure compliance and to make sure the building complies with the approved drawings.

Duties & Responsibilities

Building Inspection

- Conduct site inspections in relation to issued permits to ensure the construction, use and condition is in conformity with approved drawings, applicable statutes, regulations, and by-laws.
- Inform permit applicants, design consultants, construction professionals, builders, property owners or project managers as necessary of any discrepancies discovered during site inspection and request all necessary changes to plans.
- Write and issue orders as appropriate when a contravention is found and follow up as may be necessary. Report findings to the Chief Building Official for review and direction.
- Interpret and explain procedures of inspections and give verbal and written approvals for various stages of construction as completed.
- Post issued orders on site and ensure appropriate mailing procedures for the same have been followed.
- Review approved plans for on-site inspection purposes.
- Prepare and maintain data and records, both written and electronic, concerning all investigations, inspections, plan examinations and enforcement activities in a clear and concise manner consistent with the requirements of pertinent legislation, regulations, and by-laws of the Corporation.

Customer Service

- Respond to complaints and inspect properties to ensure their use and condition is in conformity with applicable statutes, regulations, and by-laws.
- Respond to written and verbal inquiries with respect to construction under areas of responsibility and issue certificates of compliance or non-compliance.
- Assist clients with the use of the Cloud Permit program.

Team Member

- Work as a team player promoting a positive and professional work environment and conduct role with integrity and respect.
- Act as an Ambassador throughout the community, positively representing the Town.
- Abide by the policies and procedures of the Town.
- Abide by the Occupational Health and Safety Act, and work in a manner that is safe, reporting incidents immediately to direct supervisor.

- Perform other duties as assigned in order to meet the overall goals and objectives of the Town.
- Operate within the culture and core values of the organization.
- Maintain knowledge and expertise in relevant fields.

Qualifications and Requirements

- Post-secondary education in Architectural Technology, Construction Engineering, Building Code Technology, or related experience.
- Certified Building Code Official (CBCO) designation with the Ministry of Municipal Affairs and Housing (MMAH).
- Ontario Building Code (OBC) qualifications in General Legal and either Small Buildings or House required.
- OBC qualifications in the following categories: HVAC House, Plumbing (All Buildings), and On-site Sewage Systems preferred.
- Three (3) years of construction or building inspection experience preferred.
- Excellent oral and written communication skills.
- Possess a valid Class 'G' Ontario driver's license and a reliable vehicle.
- Possess excellent teamwork skills and have a sincere focus on quality customer service.

Effort/Physical Demands

- Physical demands require standing, sitting, and walking while in-office including visual attention and concentration.
- Physical demands require standing, walking on even and uneven ground, ladder climbing, and hazards associated with trench inspections and working in unfinished buildings; visual attention for health and safety is essential while on inspection sites.

Working Conditions

- Normal work week is 35 hours.
- Work in extreme outdoor conditions.
- Frequent work near moving equipment and parts on construction sites.