



Building Technician

City of St. Catharines, Planning and Building Services
CUPE Local 157

Join us to shape the future of St. Catharines!

About the City:

In the city of St. Catharines, we are committed to realizing the vision outlined in **The City of St. Catharines - Strategic Plan 2023 to 2027**. Our goal is to cultivate a city that thrives on safety, innovation, sustainability, and caring, not just for today, but for generations to come. Join our team and be part of a meaningful journey to shape the future of our community, leaving a lasting impact that extends far beyond the present.

About the Role:

Receive and review plans, specifications and other related documents at the counter and take applications for permits. Examine plans and specifications for “Fast Track” applications to ensure compliance with the Ontario Building Code and Regulations and relevant Municipal By-laws for the purpose of permit issuance.

What You Will be Doing:

(These set out the principal functions of the position and shall not be considered as a detailed description of all the work requirements).

- Receive and review plans, specifications and other related documents at the counter and take applications for permits to ensure that they are complete.
- Examine plans and specifications for construction of “Fast Track” applications (sheds, pools, garages, minor renovations) to ensure compliance with the Ontario Building Code and Regulations and relevant Municipal By-laws for the purpose of permit issuance. Make recommendations on unique plans and permit requests as required.
- Ensure compliance with other applicable authorities such as Alcohol and Gaming Commission, Ministry of Transportation of Ontario, Niagara Peninsula Conservation Authority, Niagara Escarpment Commission, Ministry of the Environment, etc.

- Liaison with officials, agencies, contractors, designers (Engineers, Architects, etc.) and property owners, as necessary. Work closely with departmental staff, including Building Inspectors.
- Answer inquiries from the public and explain building regulations and provide guidance respecting the construction of all classifications of buildings (residential, industrial and commercial).
- Ensure correct fees are collected in full prior to issuance of permit.
- Perform other similar and related duties, as required.

About You:

Qualifications:

- Three-year College diploma in civil, construction engineering, or architectural technology or equivalent in education and experience.
- One (1) year experience in building construction or related field.
- Willing to complete the required OBOA training courses to receive the designation of Certified Building Code Official.
- Eligible for membership in the Ontario Association of Certified Engineering Technologists and Technicians or the Association of Architectural Technologists of Ontario.

Skills:

- Knowledge of the Ontario Building Code Act and Regulations regarding all types of construction. Able to read and comprehend detailed construction drawings and site plans.
- Possess a basic knowledge of mechanical, electrical and structural engineering design principles as related to building construction.
- Well-developed verbal and written communication skills. Good ability to work effectively with contractors and consultants. Above average customer service skills to handle public requests and inquiries.
- Computer competency, including use of AMANDA software.

Other Requirements:

- A demonstrated commitment to enhancing a safety culture.
- Proven completion of Ministry of Labour Worker Health and Safety Awareness training
- Ability to travel between City work locations is required.
- Proof of education will be required upon hire.

What's in it for you:

- Salary & Benefits: Get a competitive salary plus health, dental, vision, and life insurance coverage (for applicable positions).
- Pension Plan: Enjoy enrollment in the OMERS pension plan with matched contributions for a secure retirement.
- Flexibility: Achieve work-life balance with our hybrid work environment (for eligible positions).
- Training: Access training and development funds to support your career growth.
- Make Your Mark: Share your ideas, drive change, and leave a lasting impact through modernization efforts.
- Great People: Work with a supportive team and leadership focused on your success.

Other Job Details:

- Salary Range: \$60,930 - \$67,686
- Employee Group: CUPE 157
- Department: PBS- Building and Development
- Position Type: Permanent, Full-time
- Hours of Work: 8:30am to 4:30pm
- Number of Openings: 1
- Job ID: 2024-196
- Posted Date: Oct 18, 2024
- Application Deadline: November 3, 2024

Additional Information:

To ensure fairness and efficiency in our recruitment process, we kindly request that all applications be submitted through our official portal at www.stcatharines.ca/jobs. Applications received through other channels will not be considered. We also advise applicants to maintain up-to-date contact information and regularly check their spam and junk email folders, as important communications regarding their application may be directed there.

For applicable positions, the recruitment process will be conducted using video conference technology. Please note that for certain roles, in-person interviews may be required.

They City of St. Catharines does not use AI Technology in any part of the recruitment process.

Employment Equity, Inclusivity and Accommodation:

Dedicated to fostering an inclusive and accessible work environment, the City of St. Catharines is an equal opportunity employer committed to accommodating the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). We encourage applicants to inform the Human Resources Division of any accessibility needs to ensure they are accommodated throughout the recruitment and selection process.