

# Building Inspector

RSM Building Consultants

www.rsmbuildingconsultants.com



## JOB OVERVIEW

<b>Job title</b>	Building Inspector
<b>Organization and department</b>	In this position, you will be working as part of our building code operations team, where you will conduct building inspections for municipalities.
<b>Location and hours</b>	We value flexible work arrangements that balance family commitments and productivity. This is a hybrid position that will allow you to work from home or the office in Cambridge Ontario. Based on the individual, the amount of days per week is negotiable with hours from 8:30 to 4:30 weekly.
<b>Hiring manager/ supervisor</b>	Devon Staley, Manager of Chief Building Official Services devon@rsmbuildingconsultants.com

## JOB SUMMARY

Are you a building official with several years of experience and want to make a difference in many communities throughout Ontario?

RSM Building Consultants has contracts with municipalities across Ontario to provide support for enforcement of the Building Code Act. Some municipalities require only inspection support, but other times RSM provides full building department support for small or northern communities. The building inspector will conduct inspections either virtually or in-person to determine compliance with the building code, and work with individuals to gain compliance.

A highlight of this role will be working on the new Weeneebayko Area Health Authority Development in Moosonee Ontario. This 1.8 billion dollar project involves the construction of a new regional hospital, elder care lodge, visitor hostel and staff accommodations.

## WORKING ENVIRONMENT

Regularly interact with learners, subcontractors, and affiliate organizations to provide essential information and services.

Embrace challenging deadlines with enthusiasm and adaptability in a dynamic work setting. Leverage your problem-solving abilities, independence, and self-motivation to excel in this role.

You will be part of a supportive and team-oriented department where collaboration and mutual respect are central to achieving our goals.

Work will require flights and travel to northern Ontario on a regular basis (approx. every 2 months) to provide on-site inspections.

## JOB RESPONSIBILITIES

Typical responsibilities in this position include:

- Working with the RSM Chief Building Official to determine a schedule of inspections
- Collaborate and maintain an inspection schedule with the building permit coordinator
- Review approved drawings related to the building permit requiring inspections.
- Travel to northern Ontario to conduct on-site inspections
- Conduct virtual inspections using Microsoft Teams
- Use the Cloudpermit Building Permit Software to enter notes and provide status of inspection results and communication
- Monitor status of issued building permits and follow up to ensure compliance and closure of building permits
- Issue building codes orders where necessary.
- Preparation of court briefs for building code charges if necessary.

## SKILL REQUIREMENTS

**Required:**

- **Proficiency in Office Software:** Skilled in Microsoft Office Suite and administrative tools like scheduling software.
- **Strong Organizational Skills:** Ability to manage multiple tasks, maintain filing systems, and meet deadlines with attention to detail.
- **Effective Communication:** Excellent written and verbal communication skills to interact with staff, clients, and stakeholders professionally.
- **Customer Service Excellence:** Friendly and approachable, with the ability to resolve inquiries or complaints efficiently.
- **Time Management:** Demonstrated ability to prioritize tasks, manage schedules, and coordinate meetings or events.
- **Technical Aptitude:** Comfortable with troubleshooting basic IT issues
- **Confidentiality and Discretion:** Handles sensitive information with professionalism and integrity.
- **Team Collaboration:** Works well in a team environment, supporting colleagues and other departments as needed.
- **Problem-Solving Abilities:** Resourceful and adaptable, with strong decision-making skills to address challenges.
- **Relevant Experience and Certifications:** 10 + years of experience as a municipal building official, BCIN Qualifications Large Buildings, Structural, Building Services, Plumbing -All Buildings and General Legal, Experience inspecting large ICI Buildings.

**Preferred:**

- **Additional Experience and Certification:** Complex Building Qualification, Certified Building Code Official (CBCO), Experience as a Plans Examiner at a municipality.
- **Computer Knowledge:** Experience and flexibility working with new technologies (i.e.. BIM modelling, 3D camera scanning etc.)

## HOW TO APPLY

The closing date for this position is Tuesday February 11, 2025.

Please email your cover letter and resume to [info@rsmbuildingconsultants.com](mailto:info@rsmbuildingconsultants.com)

We thank all applicants for their interest. However, only those being considered for an interview will be contacted.