

Municipal Building Official II (Mechanical)

Job Status:	Permanent Full-Time
Pay & Grade:	\$83,997 to \$104,997 Annually Grade: 9
Hours of Work:	35 Hours per week
Initial location:	Kitchener City Hall
Posting period:	May 6, 2025 to May 20, 2025 (at 6:00pm)

Overview

The Municipal Building Official II (Mechanical) is responsible for ensuring compliance with the Building Code Act, Ontario Building Code, and other applicable laws, resolutions and policies ensuring the standards for health, life, safety, fire protection, access and environment are met in the design and construction of buildings in the City of Kitchener.

This role involves reviewing mechanical drawings and on-site servicing, inspecting plumbing system installations in various buildings, identifying cross connection control hazards, and training co-workers. Additionally, the inspector responds to public enquiries about plumbing, sewage, and mechanical matters, and maintains approved building permit documents.

Responsibilities

- Reviews mechanical drawings and on-site service for compliance with the Ontario Building Code as it relates to plumbing and sewage systems.
- Inspect plumbing system installations at the time of construction in all types of buildings including Part 3 and Part 9 buildings to ensure compliance with approved plans, the Ontario Building Code, referenced standards, and the City of Kitchener Municipal Code within the time frames specified in the legislation.
- Identifies the level of cross connection control hazards for plumbing in new installations at the time of construction and reviews findings with building/property owners, builders and plumbers.
- Trains and mentors' co-workers on all aspects of plumbing and mechanical.
- Establish and maintain approved building permit documents for Corporation.
- Responds to enquiries from the public concerning the Ontario Building Code requirements related to plumbing, sewage and mechanical matters.
- Perform other related duties as assigned.

Requirements

- 2-year diploma or 2 years in a specialized post-secondary program in a related field.
- 4-7 years of related experience including an on-the-job period of adjustment.
- Certificate of Qualification as a licensed Plumber, with Journeyman status (5 year/9000-hour program).
- Possession of a valid and current Cross Connection Control Specialist Certificate issued by the Ontario Water Works Association.

- Building Official Qualifications from the Ministry of Municipal Affairs and Housing including General Legal Process, Plumbing-All Buildings, On-site Sewage Systems and Building Services.
- Valid MTO G class driver's license in good standing.
- Participate as an effective team member.
- Ability to work independently and efficiently with exceptional organizational skills.
- Thorough understanding of the technology and methodology of the plumbing industry and knowledge of plumbing-related legislation, regulations and by-laws.
- Excellent communications skills with customer service focus on dealing effectively with both technical and non-technical customers.
- Must have a high degree of analytical, creative and judgement abilities to accurately evaluate construction projects and building plans for compliance with the Ontario Building Code.
- Provide Drivers Abstract at your own expense as a condition of employment.
- Reliable with a good attitude and employment record.

Department/Division: Development Services, Building
Group: CUPE 791
Competition Number: 2025-168
Job Code: 0883
Number of positions: 1

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