

Building Inspector Generalist

Job ID: 55938

Job Category: Audit, Compliance & Inspections

Work Location: Various, see below

Job Type & Duration: Full Time, 13 Permanent Vacancies, 2 Temporary (12 month) Vacancies

Hourly Rate: \$56.68 - \$61.35, TF0223

Shift Information: Monday to Friday, 35 hours per week

Affiliation: L79 Full-Time

Number of Positions Open: 15

Posting Period: June 12, 2025 - July 11, 2025

Vacancies are anticipated at various locations across the City of Toronto including:

- North York Civic Centre, 5100 Yonge Street
- Scarborough Civic Centre, 150 Borough Drive
- Etobicoke Civic Centre, 2 Civic Centre Court
- 95 The Esplanade

Information Session:

All interested applicants are invited to attend a Virtual Information Session designed to provide you with a comprehensive overview of the Building Inspector Generalist role within the Toronto Building Division. This session will provide you with an opportunity to:

Learn About the Role: Gain a deeper understanding of the Building Inspector Generalist position, its core responsibilities.

Connect with Hiring Managers: Interact with our Hiring Managers who will discuss the qualities and skills we value in candidates for this role.

Ask Questions: We encourage you to come prepared with any questions you may have about the role or the organization.

Date: Tuesday, June 24, 2025

Time: 12:00PM

Register Below:

<https://events.teams.microsoft.com/event/4e0a6f96-873b-4f06-987d-5cba4f3c03cc@f0bc8ec6-9ed8-4d0c-9189-411ad949cc65>

Job Summary:

Inspector Generalist conducts site inspections of small buildings and houses at mandatory stages of construction to check and enforce compliance with the reviewed permit documents, the Ontario Building Code, and related legislation.

Inspector Generalist Infill/Dedicated Housing Construction conducts inspections of residential infill housing projects and follows up on open (dormant or stale) building permits to check and enforce compliance with the reviewed permit documents, the Ontario Building Code, and related legislation.

Toronto Building staff are widely recognized for their class-leading technical knowledge, and for being a go-to resource for municipal and provincial colleagues on emerging regulatory issues as well as complex construction challenges. As a Building Inspector Generalist, you will conduct site inspections of small buildings, houses and properties to ensure compliance with the approved plans, the Ontario Building Code and referenced standards and related legislation.

Major Responsibilities:

- Inspects construction and demolition for compliance with the reviewed permit plans, the Ontario Building Code, referenced standards and applicable law, within the building, plumbing, and HVAC disciplines, within the timeframes specified in the legislation.
 - Inspects signs for compliance with the Ontario Building Code and Sign By-law(s) and issues notices of non-compliance for contraventions of the sign by-law.
 - Organizes workload, schedules inspections, and documents inspection results, including the collection and attachment of photographs, documents, and reports in the Divisions computerized records management and tracking system.
 - Provides instruction to contractors, architects, engineers and the public on the regulations and compliance matters as they relate to building construction, construction related By-Laws and investigates complaints.
 - Reviews plans and specifications from all disciplines to ensure overall compliance with the Ontario Building Code, as required.
 - Verifies existing site conditions on permit drawings and/or information on municipal addresses, Committee of Adjustment and Toronto Local Appeal Body or Local Planning Appeal Tribunal (LPAT) decisions.
 - Inspects and co-ordinates with other divisions and outside agencies to determine compliance with planning agreements.
 - Investigates complaints regarding contraventions of statutes, regulations, and By-Laws (e.g. noise, civil disputes).
 - Advises Ministry of Labour of unsafe working conditions or sites and participates in investigations.
 - Inspects fire damaged or unsafe buildings to determine the extent of damage and need for repairs/replacement.
 - Inspects structural collapses and collaborates with other agencies involved.
 - Inspects and prepares evidence for presentation before the courts. Represents the City in civil litigation.
 - Appears and gives evidence in court and before the Building Code Commission and Ontario Municipal Board on the Ontario Building Code Act, the Ontario Building Code and other applicable laws.
 - Responds to applications and gives evidence before the Building Code Commission, Toronto Local Appeal Body on the Ontario Building Code Act, the Ontario Building Code and other applicable laws.
 - Responds to enquiries from the public concerning requirements of the Ontario Building Code and applicable law affecting new construction.
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- Issues Orders and Notices of Violation (Ticket Offence Notices) in response to deficiencies.
- Attends meetings with the public and members of Council. Liaises with other divisions, provincial bodies, agencies and organizations regarding regulations and compliance.
- Inspects for partial occupancy and full occupancy clearances.
- Inspects for LLBCO clearances
- Inspects to determine Building Code and applicable law compliance for liquor license applications.
- Prepares detailed and accurate reports. Reviews consultants field reports for accuracy and completeness.
- Verifies that materials and methods of construction meet approved standards and construction practices.
- Inspects on-site materials and conditions to ensure compliance with the Ontario Building Code.
- Monitors outstanding orders, initiates pre-court hearings and recommends that legal action be taken.
- Issues Orders to Comply when infractions of regulations are found and gives evidence in court when legal action is required to obtain compliance.
- Liaises with City Councillors, other divisions, community groups, agencies, other levels of government and other bodies.
- Approves alternative design and equipment substitutions that vary from the reviewed permit document
- Makes recommendations to improve Divisional policies, procedures and practices.
- Contributes to special teams to work on divisional projects.
- Represents the Division at various committees and meetings.
- Attends to complaints (e.g. noise, civil disputes)
- Trains and mentors staff.

Key Qualifications:

Your application must describe your qualifications as they relate to:

1. Post-secondary education in a professional discipline pertinent to the job function (e.g. architectural technology, building science, civil engineering technology, architecture, civil engineering) or an equivalent combination of education and experience.
2. Considerable experience with performing building inspections, or related experience in the construction and renovation industry, as it pertains to houses and small buildings.
3. Considerable experience with reviewing construction drawings and permit drawings for houses and small buildings.
4. Must possess and be able to maintain a valid Ontario Class "G" or "G2" Drivers Licence and access to a properly insured vehicle.

You must also have:

- Must possess or be able to obtain the following Ministry of Municipal Affairs & Housing Ontario Building Code qualification requirements for an inspector: Powers and Duties of a Chief Building
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Official (Legal) or General Legal, Building Services, Building Structural, House, Plumbing – All Buildings, Small Buildings.

- Thorough knowledge of the Ontario Building Code, Ontario Building Code Act, including Part 9 Buildings, HVAC and Plumbing systems, and other applicable legislation/construction standards.
- Strong knowledge of the work performed by the various professionals and sub-trades on a construction project.
- Knowledge of and ability to apply the Ontario Occupational Health and Safety Act and Regulations relevant to building construction.
- Ability to read and interpret plans, specifications, codes and By-Laws.
- Strong customer service skills, including the ability to deal effectively and courteously with customers, general public and all levels of staff by telephone, in person and in writing.
- Ability to train and mentor inspection staff.
- Ability to plan, organize and manage work with minimal supervision and complete assigned duties accurately and within timelines.
- Ability to handle confidential and sensitive information with discretion and tact.
- Skilled in the use of computer technologies.
- Good written communication skills with the ability to prepare concise detailed and accurate reports and correspondence.
- Good interpersonal, problem solving and conflict management skills.
- Physically capable of performing required duties and ability to work in all weather conditions.
- Ability to support the Toronto Public Service values to ensure a culture that champions equity, diversity and respectful workplaces.

How to Apply:

For more information on this and other opportunities with the City of Toronto, visit us online at <https://jobs.toronto.ca/jobsatcity/>. To apply online, submit your resume through the job portal, quoting **Job ID 55938**, by **Friday, July 11, 2025**.

Toronto is home to more than 2.9 million people whose diversity and experiences make this great city Canada's leading economic engine and one of the world's most diverse and livable cities. As the fourth largest city in North America, Toronto is a global leader in technology, finance, film, music, culture, and innovation, and consistently places at the top of international rankings due to investments championed by its government, residents and businesses. For more information, visit jobs.toronto.ca or follow us on Twitter at [Twitter.com/CityTOjobs](https://twitter.com/CityTOjobs), on LinkedIn at [Linkedin.com/company/city-of-toronto](https://linkedin.com/company/city-of-toronto) or on Facebook at [Facebook.com/CityTOjobs](https://facebook.com/CityTOjobs).

Equity, Diversity and Inclusion

The City is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse residents that we serve. Learn more about the City's commitment to [employment equity](#).

Accommodation

The City of Toronto is committed to creating an accessible and inclusive organization. We are committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Should you require Code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. [Disability-related accommodation during the application process is available upon request](#). Learn more about the City's [Hiring Policies and Accommodation Process](#).
