

Deputy Chief Building Official/ Building Inspector



The Municipality of Northern Bruce Peninsula has a permanent population of over 4,000. That number swells during the summer as people arrive looking to escape the city and enjoy beautiful Northern Bruce Peninsula.

The Municipality is currently seeking a **full-time Deputy Chief Building Official/Building Inspector** due to an internal promotion. The successful candidate will be reporting to the Chief Building Official.

Why join our team?

- Competitive remuneration package;
 - Annual salary range: \$75,465 - \$94,341 (based on 37.5 hours per week)
- Our municipality values a work life balance;
- Your family will enjoy a slower, richer pace of life;
- Be steps away from a national park;
- Easily access and explore Bruce trails; and
- Live in a community where you can enjoy outdoor activities, in all four seasons.

As our Deputy Chief Building Official/Building Inspector, you will:

- Review building permit applications, construction plans and site plans for compliance with applicable law, including the Ontario Building Code/Act and Zoning by-laws.
- Assist applicants with the building permit application process.
- Prepare building permits as per the Ontario Building Code/Act and as directed by the Chief Building Official.
- Perform building inspections as per the Ontario Building Code/Act for the work that has been authorized by current building permits.
- Provide information on all by-laws, acts and regulations applicable to the Building Department.
- Receive, review, resolve and/or directs Building Code violations to the Chief Building Official and prepare follow up correspondence.
- Assist with scheduling and enters incoming inspections and assign to appropriate Building staff, including self.
- Acts as the Chief Building Official, in their absence.

You have:

- College Diploma in a related field.
- Certified Building Code Official Designation.
- Minimum two years experience working within a municipal building/bylaw environment.
- Technical knowledge and skill relating to structural buildings, HVAC, sewage, water, plumbing, fire protection, bylaws, etc.
- Knowledge of the Municipal Act, Planning Act, Nutrient Management Act, Ontario Building Code, Occupational Health and Safety Act and other relevant legislation
- Ability to proficiency use computer software applications.
- Excellent communication, conflict resolution and public relations skills to deal tactfully with the public and co-workers.

- Valid Ontario Driver's Licence.

A full job description can be found at www.northbrucepeninsula.ca

To Apply

If you are interested in a challenging position at a great municipality, please submit a **resume** in confidence via email by **July 11, 2025**:

Ward & Uptigrove HR Solutions
Attention: Tonya Wilson
Email: HRresults@w-u.on.ca



We thank all applicants for their interest; however, only those candidates selected for an interview will be contacted. Various background checks will be performed on the successful candidate. We are dedicated to maintaining a respectful, fair and equitable work environment, and welcomes submissions from all qualified applicants. If accommodation is required during the selection or interview process it will be available upon request. This job posting is available in an accessible format upon request.