

Mechanical Inspector-HVAC

Vacancy Type: Permanent

Number of Positions: 1

Closing Date: 07/08/2025

Job Summary

Are you looking for an opportunity to join a non-union, high-impact team where your skills and contributions directly influence positive change?

The City of Mississauga invites motivated professionals to join our Building Division and play a key role in ensuring buildings and structures meet safety standards to protect our communities.

We offer a flexible work environment that supports work-life balance, professional growth, and collaboration. Compensation for this role is competitive and flexible, tailored to reflect the successful candidate's unique skills, experience, and qualifications. If you're looking for a rewarding career where your contributions are recognized and your development is supported, Mississauga is the place to be.

Duties and Responsibilities

- Under the general supervision of the Supervisor, Mechanical Inspections, the successful candidate will perform the following duties:
- Carry out inspections on all types of buildings and structures to ensure that construction/installation of HVAC systems comply with the Building Code Act, Ontario Building Code, and any other applicable law (once OBC qualifications and required on-site inspection training are met)
- Prepare and maintain accurate inspection records in both electronic and manual formats
- Respond to related enquiries received from various customers, including designers, contractors, and the general public
- Prepare information for files and reports in respect to matters relative to the Inspection Services Section
- Investigate HVAC related complaints, take legal action and appear as a witness in court when required
- Present a professional, positive, knowledgeable, and conscientious image to the public at all times
- Work in coordination with other Building Division staff, other City departments, and external agencies
- Perform other related duties as may be assigned

Skills and Qualifications

- HVAC tradesperson or designer with a minimum of 5 years directly related work experience in HVAC design and/or construction; work experience in plumbing design and/or construction is an asset
- Demonstrated knowledge of the requirements of the Building Code Act, Ontario Building Code, and any other applicable law as they apply to HVAC systems; knowledge of the requirements that apply to plumbing systems is an asset
- Qualified as referenced in Division C Section 3.1.4. of the Ontario Building Code; or alternatively, eligible for appointment as an Intern Inspector
- Qualify and maintain qualifications as referenced in Division C Section 3.1.4. of the Ontario Building Code, and attend appropriate courses/seminars to keep knowledge current
- If appointed as an Intern Inspector, successful completion of Ontario Building Code qualification exams in 'General Legal Process', 'HVAC House' and 'Building Services' within six (6) months from date of hire, and 'Plumbing House' and 'Plumbing All Buildings' within eighteen (18) months from date of hire is required
- Must be proficient in the reading and interpretation of drawings, specifications and other technical documents
- Must have strong communication and customer service skills, and the ability to work in a team environment
- Valid driver's license and use of a personal vehicle is essential

Hourly Rate/Salary: \$ 78,602.00 - \$ 109,893.00 (Under Review)

Salary for this position is flexible within the posted range and will be determined based on the successful candidate's skills, experience, and qualifications, reflecting our commitment to recognizing individual expertise and contributions.

Hours of Work: 35 hours

Work Location: Civic Centre

Department/Division/Section: P&B/Planning & Building Dept , P&B/Building Division , Inspection Services

Non-Union/Union: Non Union

We thank all who apply, however, only those candidates selected for an interview will be contacted. You can also check your application status in your candidate profile online.

All personal information is collected under the authority of the Municipal Act.

Equity, Diversity and Inclusion

The City of Mississauga is committed to creating a respectful and supportive workplace that fosters a culture of equity, diversity and inclusion which broadly reflects the communities and residents we serve. Throughout the employee life cycle, the City is working to include an EDI lens to attract, retain and support the growth of diverse talent.

Learn more about the City's commitment to [Equity, Diversity and Inclusion](#).

Accommodations

The City of Mississauga is an Equal Opportunity Employer and is committed to removing barriers in our selection process for people with visible and invisible disabilities. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, the City of Mississauga will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities.

If selected to participate in the recruitment, selection and/or assessment process, please inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.

To apply, submit your resume here: [Apply Now](#)