



Building Inspector/Plans Examiner Tay Township - Employment Opportunity

Full-Time, Permanent Position (On-Site)

Tay Township, located on the sunset shores of Georgian Bay, is seeking an individual who thrives in a culture of progression to join #TeamTay as a Building Inspector/Plans Examiner. Ideal candidates will be adaptable to our growing and evolving municipality and demonstrate capabilities for making a positive impact on the corporation and the community as one. If you are passionate about providing the very best in municipal service delivery and are looking for a place to challenge yourself and grow, we encourage you to consider Tay for your next employment opportunity.

Reporting to the Manager of Building Services/CBO, the Building Inspector/Plans Examiner is responsible for plan examinations for all classes of buildings relevant to the Ontario Building Code, conducting site and building inspections of construction and plumbing installations, inspecting alleged building municipal by-law infractions and ensuring enforcement of the Ontario Building Code Act, Ontario Plumbing Code, and Municipal Building By-law including the issuance of permits, inspections and enforcement.

The compensation range for this Full-Time, Permanent position is \$40.65 to \$47.56 per hour with a 35-hour regular work week.

Key Qualifications

- Completion of post-secondary education from an accredited educational institution, in Building, Engineering, Architecture, or another relevant discipline.
- Three (3) years of Ontario Building Code inspection and plans examination or related experience. Preference may be given to those with experience in a municipal or public sector environment, but public sector experience is not a requirement; Construction experience is considered an asset.
- Certified Building Code Official (CBCO) designation and an active member in good standing of the Ontario Building Officials Association (OBOA).
- Class 'G' driver's license in good standing.
- Certification in or working toward the following categories, as set out by the Ministry of Municipal Affairs and Housing and the Ontario Building Code Act:

General Legal/Process, House, Small Buildings, Large Buildings, Plumbing – All Buildings, HVAC, Building Services, Building Structural, and On-Site Sewage.

- Thorough working knowledge and understanding of the Ontario Building Code and Building Code Act, and related Regulations, and all other applicable legislation, and of the intent and content of the Building and Plumbing Codes and Municipal By-laws.

Join #TeamTay today and help transform the way local government connects with the community it serves.

Why Join #TeamTay?

- Competitive Compensation and Benefits Package
- OMERS Pension
- Collaborative and Welcoming Environment
- Live and Work on Georgian Bay
- Learning and Development Opportunities
- Staff Celebrations and Events



Interested applicants are encouraged to do the following:

1. Reference the complete position description, including comprehensive qualifications available on the Tay Township website – www.tay.ca/jobs
2. Please submit a **(1) Cover Letter** and **(2) Resume** via email by **4:00 p.m., Tuesday, July 29, 2025**, to the attention of Human Resources (HR@Tay.ca).

Application Notes:

- Please reference '**2025-012**' within the email subject line.
- Please indicate how you heard about this opportunity within your application.

Click Here to Apply Now!

We appreciate the interest of all applicants, however, only those candidates selected for consideration will be contacted. Only applications submitted through email communication will be accepted. Applicants must provide a valid email address for communication purposes. Written correspondence pertaining to this recruitment may be sent to the email address provided. Personal information collected under the authority of the Municipal Act and in accordance with the Municipal Freedom of Information and Protection of Privacy Act will only be used to determine eligibility for potential employment. Tay Township is an inclusive employer committed to providing a fully accessible recruitment process. Please contact us during the recruitment process and let us know what accessible support you may need.

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