



The Municipality of Trent Hills  
Invites Applications for the Full-time Position of  
**Deputy Chief Building Official**

Trent Hills is a vibrant, diverse, and growing community with a population of 13,000, located on the Trent Severn Waterway amongst the rolling hills of Northumberland County. Created in 2001 with the amalgamation of the municipalities of Campbellford/Seymour, Percy Township and the Village of Hastings, Trent Hills offers an inclusive, healthy, rural lifestyle for its residents, businesses, and visitors. Its unique urban centres and rural communities are united by a shared heritage, rich cultural fabric, picturesque landscape, and pride in the community.

Reporting to the Chief Building Official, the Deputy Chief Building Official is required to work with the general public, contractors, developers and other stakeholders in enforcement of the Ontario Building Code and associated legislation in a courteous, efficient and professional manner, as a representative of the Municipality.

Preference will be given to candidates who possess a three-year post-secondary education in civil engineering technology, architectural technology, construction technology or a related field of study. A minimum of three years' experience as a Municipal Building Official or equivalent experience in the building industry is required. Successful completion of Bill 124 Ministry of Municipal Affairs and Housing exams in the following categories is required: C.B.O. Legal, Small Buildings, House, HVAC House and On-site Sewage System.

The successful candidate must have a strong customer service mindset and ability to perform customer service at a role-model level. A valid Class G driver's license and a satisfactory driver's abstract is required.

Please visit [www.trenthills.ca](http://www.trenthills.ca) for the complete job description.

The salary range for this vacant 35-hour work week position is \$79,324 - \$92,798 together with a competitive and attractive benefit package and enrollment in the OMERS pension plan. The work location for this position is 66 Front Street South, Campbellford, Ontario.

Resumes will be received until **2:00 p.m. on Wednesday, October 1, 2025**. Please send resumes marked "Deputy Chief Building Official Competition – Confidential" to the following address:

Kari Petherick, Coordinator of Human Resources  
Municipality of Trent Hills  
P.O. Box 1030  
66 Front Street South  
Campbellford, ON K0L 1L0  
[kari.petherick@trenthills.ca](mailto:kari.petherick@trenthills.ca)

The Municipality of Trent Hills is an equal opportunity employer that is committed to inclusive barrier-free recruitment and selection processes. We are pleased to accommodate individual needs in accordance with the Accessibility for Ontarians with Disabilities Act, 2005. Please let us know if you require accommodation at any time during the recruitment process. We thank all applicants who apply but advise that only those selected for an interview will be contacted.