

JOIN OUR TEAM

Supervisor, Building Inspections

Working for City of Thorold

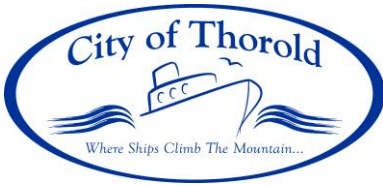
By joining the City of Thorold team, you will be choosing to become part of the fastest growing municipality in the beautiful Niagara region. Working with us means a great pension, benefits package and a supportive and collaborative team environment. We invest in our people and prioritize creating opportunities for our employees to learn and grow in their roles.

Primary Function

Under the direction of the Manager of Building Services, the Supervisor, Building Inspections is responsible for the supervision of the Building Inspector-Plans Examiners; monitor the inspection program to ensure proper and consistent application of technical standards and divisional practices; make recommendations for improvements in procedures, methods and policies. This position acts as an expert resource and as a leader provides complex technical support to staff, industry partners and customers.

Duties and Responsibilities

- Responsible for the day-to-day implementation of procedures, policies and regulations for building inspections and provides guidance to and leads inspectors in the implementation of their duties.
- Supervises, motivates and trains the section's staff, ensuring effective team work, high standards of work quality and organizational performance.
- Develops and implements detailed plans and recommends policies regarding program-specific requirements.
- Monitors the Inspection tracking system (CityWide).
- Establishes and ensures inspection protocols are followed for approved projects and enforcement issues.
- Coordinates special inspections, final inspections and site meetings for special or major projects.
- Coordinates inspections and enforcement with other departments and agencies including but not limited to By-law Enforcement, Fire Services, Engineering, Public Works, the Region of Niagara, etc.
- Attend site meetings with staff and industry professionals as needed.
- Administer and enforce the Ontario Building Code and other applicable law.
- Advise and direct subordinates regarding interpretation and implementation of the Building Code Act and the Ontario Building Code
- Provide input on the alternative solutions applications to the Chief Building Official
- Provide excellent service to internal and external customers on all matter pertaining to the enforcement of the Building Code Act and the Ontario Building Code
- Attend legal/court proceedings as necessary.



- Responsible for periodically providing advice, guidance, instructions and directions to additional Building Division staff when the Manager of Building Services is unavailable.
- Other related duties as assigned

Education/Experience/Skills

- Diploma in a minimum three (3) year college or university program related to construction management, construction engineering or architectural technology or a combination of equivalent related education and relevant work experience.
- Must possess a Ministry of Municipal Affairs Building Code Identification Number (BCIN) and be qualified in 'General Legal', 'Small Buildings', 'Building Services', 'Building Structural', 'Plumbing – All Buildings', 'Large Buildings', and 'Complex Buildings'.
- A minimum of five (5) years related building inspections and/or plans examination experience related to residential, institutional, commercial and industrial construction.
- Experience using and interpreting the Building Code Act, Ontario Building Code as well as referenced documents and standards.
- Supervisory or managerial experience in a municipal setting considered an asset.
- Experience with zoning review and interpretations.
- Experience with a Windows based operating system and Microsoft Office Suite.
- Data entry experience and electronic plans examination experience considered an asset.
- Demonstrate an aptitude for team leadership and an ability to positively inspire others.

Conditions of Employment

Required to work under the general supervision of the Manager of Building Services in an office environment involving constant close concentration on a large and varied volume of work where attention must be shifted from one task to another with frequent interruptions. Assigned tasks require a wide range of complex techniques within the building regulatory industry and involves the careful analysis of facts and details to determine the appropriate action.

The above statement reflects the principal functions and duties as required for proper evaluation of the job. Other related duties can only be considered part of the job if they directly relate to the primary function contained herein. A detailed job description can be found at www.thorold.ca/jobs

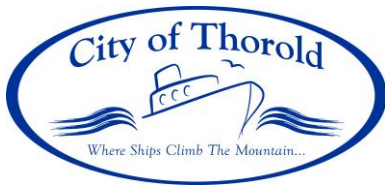
Location: Development Services Headquarters

Rate of pay: \$97,786.00 - \$111,499.00 annually (inclusive of a market premium)

Position Type: Full-time, permanent position

Hours of Work: 35 hours per week, 8:30am - 4:30pm, Monday to Friday

Interested candidates are invited to submit their detailed resume and cover letter to the Human Resources department, via hr@thorold.ca no later than **Sunday October 19, 2025**. Please indicate the position you are applying to in the email subject line. Only those applicants selected for an interview will be contacted.



Thorold

In accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code, the City accommodates the individual needs of all applicants with disabilities throughout the recruitment, selection and/or assessment process. If selected to participate in the recruitment, selection and/or assessment process, please inform staff of the nature of any accommodation(s) that you may require.

Information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes.