

Our team is highly skilled, passionate about our community, and we care. Let's grow together.

Senior Mechanical Inspector

What You Will Get To Do

The successful candidate will have a positive impact on our corporate culture by demonstrating the Town's CARE core values (Collaborative, Accountable, Respectful, Engaged) through daily interactions with individuals at all levels of the organization, external contacts and elected officials.

By effectively building positive rapport and relationships both internally and externally, the successful candidate will help us achieve our mission that together we deliver services that make a difference in our community.

Reporting to the Supervisor of Building Services, the Senior Plumbing Inspector is responsible for:

- Performing legislated HVAC and plumbing inspections for Part 3 & 9 Buildings under the Ontario Building Code (OBC) within legislated timelines;
- Ensuring all AMANDA folders have inspection entries updated on a daily basis;
- Performing plans examination for all buildings to ensure compliance with Part 7 and Building services requirements;
- Liaising with Building inspection staff, plans examiners and fire prevention officers about inspection standards, building code interpretations and status of permits;
- Consulting with the Supervisor on issues arising on sites that may require further review involving orders and building code interpretations;
- Performing HVAC and Plumbing inspections for OBC and zoning conformity along with maintaining records;
- Providing plans review and inspections of Site Services for all buildings and private roads;
- Enforcing the OBC with respect to illegal building activity, issuing orders, collecting evidence, attending court;
- Advising permit holders and consultants on building inspection processes and OBC interruption;
- Providing training and direction for Building Division staff; and,
- Other duties as required.

Who You Are

Our Building Services team is looking for an enthusiastic, solutions-oriented team player. You are self-motivated, self-starting and utilize a proactive approach to work. You value partnerships. Your excellent communication and interpersonal skills coupled with your experience enables you to skilfully build, establish and maintain positive working relationships. You demonstrate tact, diplomacy and sound discretion when working with a broad range of partners.

You bring to the team your strong reasoning, analytical, numerical, research and presentation skills. You solve problems by identifying, gathering and processing relevant information. Using your knowledge and experience in the field allows you to navigate through difficult interpersonal situations in a positive manner. You demonstrate adeptness in conflict resolution and approach situations with the goal to improve communication, diffuse tension and resolve problems.

To you, being at work is a mindset and not a location. You can switch seamlessly across modes of work and cultural norms of working in different environments. You know you best, including the tasks you do better when working virtually versus on-site. You believe that the cornerstone of successful working relationships is trust and understand how this positively impacts productivity and performance. You have a high degree of accountability, readily adapt to disruption, like to learn to skills, and explore new ways to connect and collaborate in the digital world.

What You Bring To Our Team

As the successful applicant, you must possess:

- Licensed HVAC tradesperson, or Licensed Plumber or, Mechanical Designer with C.E.T. designation;
- Minimum five (5) years experience in plumbing, HVAC or related field, including apprenticeship;
- Valid G-class Driver's License;
- 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;
- Having Ministry of Housing qualifications: General Legal, Building Services, Plumbing All Buildings, or willing to obtain;
- Strong research, analytical, technical, interpersonal and conflict resolution skills.

What We Offer You

- Salary: \$79,971- \$100,064 per annum (Band B)
- Benefits and retirement plan offered in accordance to Corporate programs and/or the applicable Collective Agreement.
- A hybrid work environment and flexible work arrangements where employees are empowered to do their best work in the way that works for them. This is designated as a Mobile Hybrid role. Mobile Hybrid recognizes that approximately 50% of job functions associated with the role are done from a Town vehicle. Further details on these programs will be discussed through the selection process.

We are an Equal Opportunity Employer

At the Town of Whitby, our values guide everything that we do. We celebrate our differences, which is why we are committed to building an inclusive and barrier-free environment for our team. If you need a specific accommodation during the recruitment process, please let us know, and we will be happy to provide. Any information received relating to accommodation will be addressed confidentially.

Acknowledgement will only be forwarded to those applicants who are invited for an interview.

Personal information provided is collected under the authority of The Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act.

Union Affiliation: CUPE Full-Time

Hours: Current shift schedule: Monday to Friday, 8:30 a.m. – 4:30 p.m., 35 hours per week.

Hours of work may be subject to change, shifts may be scheduled between the hours of 6:00 a.m. and 9:00 p.m., Monday to Saturday.

Application Deadline: Thursday, February 12, 2026

Vacancy Statement: Unless specifically stated, all job postings at the Town of Whitby are to fill existing vacancies within our organization

Application Instructions: Candidates can submit their application via –
https://whitby.wd10.myworkdayjobs.com/en-US/EXT/details/Senior-Mechanical-Inspector_JR4924-1

The Town of Whitby confirms that artificial intelligence (AI) will not be used in the screening, assessment, or selection process for this position.