

Job Title: Building Investigation Inspector

Job Opening Number: 106968

Job Requisition Number: 207

Number of Positions: 1

Job Type: Union

Department: PLANNING, BUILDING&GROWTH MGMT

Division: Building

Salary Range:

1st Step \$81,790.80 per annum

2nd Step: \$86,122.40 per annum

Job Rate: \$90,617.80 per annum

Job Grade: 009

Job Status and Duration: Full Time (FT), Regular (R), vacancy

Hours of Work: 35 Hour work week

Location: 8850 McLaughlin Rd S, Unit 1

Posting Date: 02/23/2026

Closing Date: 03/06/2026

Notice to Internal Applicants: To ensure your application is processed as internal, please submit your application using your City of Brampton work email address.

External and internal applicants are now being considered.

AREA OF RESPONSIBILITY:

Reporting to the Supervisor, Inspections Building, performs building inspections, prepares evidence, and attends court to ensure compliance with the Building Code Act, the Ontario Building Code, applicable laws and by-laws with a primary focus on investigating illegal construction and change of use.

- Respond to Occurrence Reports generated by public inquiry or initiated by Police and/or Fire and Emergency Services reports, By-law Enforcement or internally.
- Partners with Enforcement and By-Law Services, Fire and Emergency Services and Peel Regional Police in obtaining and executing search warrants for entry into illegal dwelling units.
- Issues Orders to Comply, Orders Not to Cover and prepares Stop Work Orders, Orders to Uncover, as a result of site investigations and in accordance with the legislative process.
- Maintains accurate and comprehensive inspection and investigation records; including field notes, orders and photographs.
- Prepares documentation for the purposes of prosecution and testifies in court as required.
- Performs detailed and comprehensive inspection of buildings and/or sites to ensure that construction is in accordance with the Ontario Building Code, plans, specifications and documents.
- The Building Investigation Inspector will conduct inspections only on part 9 residential housing and only for that which they are qualified to inspect as outlined Div C, Part 3 Qualifications.
- Provides technical assistance to customers and the general public over the counter and responds to telephone enquiries.
- Liaises with building inspectors and plans examiners for resolution of design and construction issues and permit application status.
- Liaises with homeowners, contractors, trades and professional designers through the construction process to ensure that required inspections are undertaken and that any violations of the Code are corrected.
- Provides comment and input into the development of technical policies and procedures as required.
- Maintains current knowledge of the Ontario Building Code and all standards referenced therein and successfully complete qualification examinations and registration as required by the Province.
- Performs additional similar and related duties as assigned.

SELECTION CRITERIA:

EDUCATION:

- High school (Grade 12) graduation plus an additional program of over two and up to three years or equivalent in Architectural Technician/ Civil Engineering Technician/ Mechanical Engineering Technician or equivalent.

EXPERIENCE:

- Over 1 year – up to and including 2 years of experience in building inspection, construction or design process.

REQUIRED LICENCE CERTIFICATION:

- Non-probationary valid Ontario Class G driver's licence.
- Completion of provincial examinations and filing to the Province as relevant to the role and as set out in the legislation: General Legal, and one of the following: House, Small Buildings, HVAC House, Plumbing House
- Within six (6) months from date of hire, successful completion of the following Ministry of Municipal Affairs & Housing Provincial qualification examinations: General Legal, and one of the following: House, Small Buildings, HVAC House, Plumbing House

OTHER SKILLS AND ASSETS:

- Certified Building Code Officer (CBCO) designation or Building Code Qualified (BCQ) from Ontario Building Official Association (OBOA) and/or new accreditation program from Alliance of Canadian Building Officials' Association (ACBOA) is an asset.
- C. Tech, CET or A.Sc.T. from OACETT is an asset.
- Exceptional written and verbal communication and interpersonal skills with an emphasis on customer service.
- Sound judgment; good decision making and analytical skills.
- Able to work independently and as part of a team.
- Working knowledge of Microsoft Office Suite and additional related software

Additional Information

Interview: Our recruitment process may be completed with video conference technology.

***Various tests and/or exams may be administered as part of the selection criteria.*

Applicants who do not meet the educational requirements but have direct related experience may be considered.

As part of the corporation's Modernizing Job Evaluation project, this position will undergo an evaluation which may result in a change to the rate of compensation. Any changes affecting this position will be communicated as information becomes available.

If this opportunity matches your interest and experience, please apply online by clicking the **apply now** button by **(03/06/2026)** and complete the attached questionnaire.

We thank all applicants; however, only those selected for an interview will be contacted. The successful candidate(s) will be required, as a condition of employment, to execute a written employment agreement. A criminal record search will be required of the successful candidate to verify the absence of a criminal record for which a pardon has not been granted.

As part of the application process, applicants will be invited to complete a self identification survey. The survey is voluntary. Participation in the survey will have no impact on hiring decisions. All information collected is confidential and will not be shared with the hiring manager. The surveys will be anonymized and will be kept separate from applicant or employee files, such that the individuals who completed the surveys will not be identifiable. The results of the survey will assist in the analysis of disaggregated metrics for organizational planning purposes and our commitment to advance and foster diversity, equity, and inclusion. The City may use anonymized data to produce aggregate reports for internal or external use.

The City of Brampton uses email to communicate with applicants for open job competitions. It is the applicant's responsibility to include an updated email address that is checked daily and accepts emails from unknown users. Time sensitive correspondence is sent via email (i.e. testing bookings, interview dates) and it is imperative that applicants check their email regularly. If we do not hear back from applicants, we will assume that you are no longer interested in the employment opportunity and your application will be removed from the competition.

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