

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

## **Senior Building 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, and under the direction of, the Supervisor of Building Inspections, the Senior Building Inspector is responsible for performing legislated building inspections required by the Ontario Building Code while ensuring compliance with all applicable Laws, Town By-laws and the Ontario Building Code. Primary duties include, but are not limited to:

- conducting inspections for Part 9 and/or Part 3 buildings as well as general inspections (footing, back fill, framing, insulation, and final);
- coordinating approvals from other departments and outside agencies;
- investigating unsafe conditions related to, but not limited to fire, explosions wind and/or vehicular damage;
- issuing compliance orders under the Building Act Code;
- reviewing drawings with site supervisor;
- consulting with external clients such as engineers and architects to resolve on-site issues;
- reviewing test and site reports;
- preparing and maintaining accurate files and records of inspections;
- assist clients with inquiries concerning the Ontario Building Code;
- assessing building code complaints to ensure compliance; and;
- other duties as may be assigned.

### **Who You Are**

Our Building Services team is looking for an enthusiastic, solutions-oriented team player, with strong work ethic. You are self-motivated, self-starting and utilize a proactive approach to work, while modelling positive and professional behaviour. 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, resolve problems and build effective working relationships with all stakeholders.

### **What You Bring To Our Team**

As the successful applicant, you must possess:

- a post-secondary diploma or degree in Architecture, Architectural/Engineering Technology or a related discipline;
- familiar with Part 3, 4, 9, 10 and 11 and Alternative Solutions of the Ontario Building Code
- a minimum of three (3) years directly related experience;
- qualification(s) as per the Ontario Building Code in the categories of:
  - General/Legal processes
  - House
  - Small Buildings
  - Large Buildings
  - Building Services
  - Building Structural
  - Complex Building
  - Plumbing (House)
  - HVAC (House)
- Working at Heights certification;
- basic level proficiency in MS Office (Word, Outlook, Excel) and AMANDA;
- Successful candidates are required to hold and maintain a valid Province of Ontario Class "G" Driver's Licence and qualify for the Town's Safe Driver Program criteria.

### **What We Offer You**

- Salary: \$45.48 - \$56.90 per hour (\$82,774 - \$103,558 per annum)
- Benefits and retirement plan offered in accordance to Corporate programs and/or the applicable Collective Agreement.

### **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.

**Posting Date:** Tuesday, May 19, 2026

**Union Affiliation:** CUPE Full-Time

**Application Deadline:** Tuesday, June 9, 2026

**Application Instructions:** Please submit your application via our website at the following link: <https://whitby.wd10.myworkdayjobs.com/en-US/EXT/details/Senior->



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[Building-Inspector JR5343](#)