

**CITIZENS FIRST THROUGH SERVICE EXCELLENCE**

*We have an exciting Full Time Non-Unionized opportunity in the **Building Standards Department** for an experienced and motivated individual.*

**Supervisor, Technical Services  
(FILE #J0426-0563)**

As one of Southern Ontario's fastest growing cities, with its mix of urban and rural areas, Vaughan is an in-demand place to live and work. Vaughan is considered one of Canada's most family friendly cities with a dynamic and diverse population of over 300,000. With one of the top performing economies, a growing tourism industry and an enviable portfolio of recreational and cultural venues, this is the place where you want to be.

*Responsible for:*

Responsible for the supervision of the architectural/structural building plans review operations, comprised of a multi-disciplinary skilled technical staff, as well as coordinating the delivery of all building plans examination services, ensuring that design drawings, details and specifications are in accordance with the prescriptive provisions of Ontario's Building Code (OBC), applicable laws, by-laws and departmental initiatives. Assists and advises the Manager regarding technical matters, researches and prepares reports, liaises with other departments and/or agencies, and attends internal/external meetings as required. Executes appropriate decisions on technical building code matters based on law, OBC knowledge, design/construction experience, standard practice and departmental policies and procedures. Exercises appropriate action necessary to achieve divisional objectives.

*Qualifications and experience:*

- University degree in Architecture, Engineering (Mechanical, Fire Protection or Civil), Building Science or suitable equivalent of Education and related work experience.
- Minimum of eight (8) years of direct experience, with at least three (3) years in a senior or supervisory capacity, preferably in a municipal or design-built environment.
- Full membership in Ontario Association of Architects (OAA) or Professional Engineers Ontario (PEO)
- Certified Building Code Official (CBCO) through the Ontario Building Officials Association.
- Successful completion, of the provincial mandated examination program administered and authorized by the Ministry of Municipal Affairs and Housing, in accordance with the Building Code Act in the categories of qualifications set out in the OBC as follows:
  - a. Powers and Duties of Chief Building Officials
  - b. Small Buildings
  - c. Complex Buildings
  - d. Building Services
  - e. Building Structural
- Excellent interpersonal and conflict resolution skills with a demonstrated ability to deal professionally with a diverse public, professionals, City staff, members of Council, and ability to speak effectively at public hearings.
- Demonstrated knowledge and understanding of the construction industry and complex issues facing the City as it moves from low-rise residential subdivisions to high-rise mixed-use developments.
- Thorough knowledge of sound design-build processes and practices. Understanding of Federal, Provincial, Regional and Municipal Legislation and policy (OBC and applicable laws, etc.)
- Strong understanding of related integrated design and advanced construction principles.
- Thorough working knowledge of and the ability to interpret the Building Code Act, OBC, related Regulations, applicable laws and other associated municipal by-laws and regulations, referenced standards and explanatory manuals.

- Knowledge and application of the Ontario Occupational Health and Safety Act and Regulations.
- Excellent analytical, organizational, time management and interpersonal skills. Able to multi-task projects and related issues on a daily basis, with significant consequences and political acumen.
- Ability to negotiate/facilitate, building consensus and present information verbally to varied audiences, including code related public meetings.
- Ability to understand and implement process and procedures to address emerging technology requirements, including AMANDA/ProjectDox update solutions, data storage requirements, standardization of digital data input requirements and related system integration.
- Proficient use of ProjectDox for electronic document review, submission tracking and records retention.
- Knowledge of electronic workflow timelines, version control and documentation standards to ensure audit-ready records.
- Advanced competency review, including reviewing, navigating and annotating PDF based construction drawing and technical documentation in a fully digital environment.
- Working knowledge of the Building Code Commission (BCC), Ontario Municipal Board (OMB), Canadian Construction Materials Centre (CCMC), National Fire Protection Association (NFPA) and ASHRAE, etc.
- Knowledge of and demonstrated ability in the City's core competencies and leadership competencies.
- Possesses a valid Ontario class "G" driver's license in good standing with access to a reliable vehicle for City business or able to travel safely and efficiently on City Business as required.

In addition to offering a competitive compensation package, we have a strong focus on health and wellness, including fitness facilities and family-focused benefits.

If you are an energetic person who is interested in bringing your knowledge and passion to the City of Vaughan, please apply on or before Thursday June 11th at: [City of Vaughan - Supervisor, Technical Services](#)

Please note that only candidates selected for interviews will be contacted.

*The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.*