



6648 Road 506, Plevna, Ontario K0H 2M0
Tel: (613) 479-2231 or 1-800-234-3953, Fax: (613) 479-2352
www.northfrontenac.com

Employment Opportunity

Permanent Full-Time

Chief Building Official (CBO)

The Township is seeking resumes for a vacant position from a highly motivated, experienced, hands-on person to join our municipal team as the Chief Building Official (CBO).

Working under the direction of the Chief Administrative Officer (CAO), the incumbent will be responsible for the overall operation (management, planning and administration) of the Building Department, including but not limited to: performing building, plumbing and septic inspections, plan review, etc. to ensure compliance with the *Building Code Act* and the Ontario Building Code; while following guidelines established by the policies of Township Council and/or CAO; and in accordance with Legislation.

The salary range is \$42.78 – \$50.33 per hour and the normal work week is 40 hours. Hours may vary; weekend work and overtime may be required to meet the job requirements.

A copy of the Role Description is available on the Township's website at www.northfrontenac.com Township Services/Careers and Volunteering or at the Township Office.

For further information, please contact Corey Klatt, Dipl.M.A, Chief Administrative Officer, at 613-479-2231 Ext. 221 or email cao@northfrontenac.ca.

Information gathered relative to this position is done so in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and will only be used for candidate selection purposes.

We thank all applicants for their interest. Only those applicants selected for an interview will be contacted. The Township is an equal opportunity employer. We would be pleased to provide accommodations, upon request, throughout the recruitment process to applicants with disabilities to ensure equal participation.

Please apply with a detailed resume by
Noon local time on July 31, 2026
Clearly marked "Confidential – Chief Building Official" to
Corey Klatt, Dipl.M.A
Chief Administrative Officer
Township of North Frontenac
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