

Job Title: Senior Specialist, HVAC

Job Opening Number: 106869

Job Requisition Number: 548

Number of Positions: 1

Job Type: Union

Department: PLANNING, BUILDING&GROWTH MGMT

Division: Building

Salary Range:

1st Step \$107,962.40 per annum

2nd Step: \$113,713.60 per annum

Job Rate: \$119,683.20 per annum

Job Grade: 015

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

Hours of Work: 35 Hour work week

Location: Flower City Community Campus

Posting Date: 09/18/2026

Closing Date: 10/09/2026

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:

Working with and reporting to the Supervisor, Inspections, the Senior Specialist, HVAC is responsible for the plans review and inspection of the Mechanical HVAC components of permit submissions and issued permits for complex and large buildings for compliance with the Ontario Building Code and other applicable law as defined by the Building Code Act. Provides technical advice and consultation to plans review staff, inspectors, designers, owners and contractors on-site and in the office. Provides mentorship to Plans Examiners and Inspectors.

- Co-ordinates Building Code compliance review, approvals for assigned Part 3 complex and large buildings through the site plan and building permit approvals process.
- Performs Building Code Compliance Plans review of the Mechanical HVAC, life safety and fire protection components of plans, specifications and documents which form the basis for permit submissions.
- Undertake inspections of Complex and Large Buildings for compliance with the issued permit drawings, specifications, referenced standard for compliance with the Ontario Building Code related to Mechanical HVAC and life safety and fire protection.
- Prepares written Code interpretations and application status reports to owners and designers.
- Maintains and updates progress of project review and inspection status in the permit tracking system.
- Co-ordinates and participates in meetings with architects, engineers, project managers, owners and contractors to resolve technical issues associated with proposed design approaches, solutions and on-site construction.
- Issues Orders to Comply, Stop Work Orders, and Orders to Uncover, Orders Not to Cover because of site investigations and in accordance with the legislative process.
- Prepares documentation for the purposes of prosecution and testifies in court as required.
- Provides technical advice and information in response to enquiries from designers, contractors and owners.
- Provides technical advice, assistance and mentorship to plans examiners and inspectors.
- Performs technical research and prepares reports and technical bulletins as required.
- Co-ordinates municipal response to Code change submission requests from the Ministry of Municipal Affairs and Housing.
- Prepares technical submissions for Building Code Commission hearings.
- Responds to Occurrence Reports generated by the public, bylaw enforcement, police or fire prevention to Investigate fire damage and building impact/failure accidents to determine requirement for a building permit or unsafe condition.
- Provide comments and input in the development of technical policies and procedures.
- Make recommendations of acceptance or refusal on Alternative Solutions proposal by design professional, related to the Objective and Functional statements in the Building Code.
- Requests information and/or additional documentation from manufacturers and testing agencies for verification and ruling, to resolve uncertainty with new products or systems as it relates to intended performance, Building Code requirements and suitable site condition application.
- Be available to represent the building division on after-hours callouts.
- Maintains written documentation and records as required.
- Undertake special projects related to plans review and inspections for construction projects, including providing training, compiling information and/or research, providing analysis and conducting testing.
- Maintains current knowledge of the Ontario Building Code, referenced standards and other referenced applicable law through attendance at courses, seminars and related association activities.

- Performs special projects and related duties as assigned.

SELECTION CRITERIA:

EDUCATION:

- Post-secondary degree or a diploma with technologist designation in civil engineering technology, architectural technology or equivalent.

EXPERIENCE:

- Over 4 years – up to and including 8 years of experience in a regulatory environment, building design or building construction.

REQUIRED LICENCE CERTIFICATION:

- Successful completion of the provincial qualification examination in the following categories: Legal Processes, House, Small Buildings, Large Buildings, and Building Services.
- Must possess a non-probationary valid Ontario Class G driver's Licence.

OTHER SKILLS AND ASSETS:

- Demonstrated leadership abilities and integrity.
- 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 as part of a team

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.*

For Internal CUPE Bargaining Members only: 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 at: www.brampton.ca/employment by **10/09/2026** 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.

If you would like to request content in an alternate format, please contact the Accessibility office by submitting a new [Alternate Format Request](#).

The City is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accommodations at any point during the application and hiring

process, please contact TalentAcquisition@brampton.ca or 905.874.2150 with your accommodation needs, quoting the job opening ID#, job title. Any information received relating to accommodation will be addressed confidentially.