



### **Manager, Building Inspections**

**Regular Full Time**

**Requisition ID: 4019**

**Salary Range: \$117,096 to \$147,832 Annually**

The City of Markham is proud to be recognized for the 4<sup>th</sup> consecutive year as one of Canada's Best Employers by Forbes and Statista Inc. In 2024, the City of Markham is ranked the top city in Ontario and in the top 10 for Government Services. The recipient of multiple environmental awards, we are recognized for our innovative sustainability and urban planning initiatives as well as our fiscal accountability. More than 357,000 residents call Markham home and benefit from our rich heritage, culturally diverse environment, vibrant local economy and focus on quality of life.

Applications are now being accepted for the above position in the Building Standards Department, Development Services Commission. To apply, please submit your cover letter and resume online at [www.markham.ca/careers](http://www.markham.ca/careers) by **November 4, 2024**.

**Join us and make a lasting difference!**

#### **JOB SUMMARY**

Reporting to the Director, Building Standards, the Manager, Inspections is the Deputy Chief Building Official and is responsible for the inspection of all buildings erected in Markham, ensuring the completion of mandatory requirements prior to occupancy of new buildings, and enforcement of construction compliance with the *Building Code Act*, the Building Code and approved plans.

#### **KEY DUTIES AND RESPONSIBILITIES**

- Administers the Inspection Section effectively to ensure that final construction is completed in accordance with the Building Code and departmental standards of practice
- Develops and monitors the Section's results against established performance targets
- Recruits, trains, develops and evaluates inspection staff to ensure that the section is sufficiently resourced by staff who possess and maintain required qualifications and up-to-date building code knowledge
- Establishes policies and procedures to ensure that inspection and enforcement functions are properly coordinated and performed in an organized, consistent and timely manner
- Arbitrates technical disputes about construction and Building Code compliance between inspectors and builders. Makes recommendations to the Chief Building Official on code interpretation and construction matters

- Promotes the integration of best practices within the Department, Commission and Corporation
- Determines client needs and seeks resolution through effective action when issues and concerns arise
- Ensures the Department's inspection procedures are aligned with Provincial and City priorities and objectives
- Oversees procedures for the proper completion and inspection of minimum Building Code requirements prior to the occupancy of all new buildings. Issues occupancy certificates to permit public use of new commercial, industrial, institutional and high-rise residential buildings
- Provides input into the Department business plan and budget
- Provides expert advice on construction and building code requirements to inspectors, administrative staff, other City Departments, design consultants and builders
- Assists the Director in positioning and maintaining the City as a leader in effective building inspection and enforcement
- Assists the Director in representing the Department at internal and external meetings with consultants and the public, hearings, Committees, and Council, to ensure the Department's strategic priorities are achieved
- Actively participates in provincial and regional building code inspection committees, and ensures best practices are applied by the Department
- Acts as the designated Chief Building Official in the absence of the Director

## **REQUIRED SKILLS & COMPETENCIES**

- Degree in Architecture, Engineering or a technologist diploma in a related discipline combined with 7+ years of related experience.
- A member or eligible for membership in the Ontario Association of Architects (OAA), Professional Engineers of Ontario (PEO), (Association of Architectural Technologists of Ontario) AATO or (Ontario Association of Certified Engineering Technologists and Technicians) OACETT.
- Progressive experience in the public sector with the ability to work with Council, general public, developers, different levels of government and other stakeholders
- Possesses provincial qualifications related to the powers and duties of a Chief Building Official and the building code, Small Buildings, Complex Buildings, Building Services, Building Structural, Plumbing All Buildings, Fire Protection and On-Site Sewage
- Excellent knowledge of Microsoft applications including Word, Excel and PowerPoint.

- Excellent knowledge of AMANDA and ePlanto leverage the data base to improve operational efficiency and effectiveness of section and department processes
- Superior organizational, interpersonal, negotiation, communication and presentation skills, both written and verbal.
- Detailed knowledge of all applicable legislation, acts and standards.
- Ability to interpret complex situations and handle confrontational/aggressive behaviours
- Ability to work in a multi-disciplinary environment with different agenda and competing priorities
- Ability to lead, motivate and mentor a team of professional and technical staff
- Ability to work under pressure, multi-task and deliver high quality work with short turnaround time
- Ability to negotiate and bring resolution to complex issues with multiple stakeholders
- Ability to manage work, assign work, define authorities/responsibilities, track and measure success and assessing and managing risk
- Ability to represent the department on the City's emergency planning committee
- Ability to provide advice and guidance on technical information relating to construction of complex or community sensitive projects and mediation of differences between residents, builders, developers and councillors
- Excellent understanding of the role and challenges of other disciplines in the development industry
- Expert level knowledge of the Ontario Building Code
- Superior knowledge of Occupational Health and Safety requirements for construction sites

## CORE BEHAVIOURS

- **Service Excellence:** Focuses organizational resources on understanding and responding effectively and efficiently to customer needs.
- **Change & Innovation:** Encourages innovation and effectively leads, implements, assesses and sustains change initiatives.
- **Teamwork & Relationship Building:** Develops collaborative and high performing teams as well as effective relationships with colleagues and partners.
- **Communication:** Adapts communication approach to needs of audience and situation, and develops staff in this area.
- **Accountable & Results Oriented:** Ensures work group behaves ethically and complies with expectations, policies and legislation; focuses work group efforts to work plan.

- **Management & Leadership:** Builds an engaging environment that supports learning, career development and regular feedback, and that attracts and retains high performing staff.
- **Strategic Thinking & Planning:** Understands and assesses complex concepts, trends and relationships; participates in business planning; makes decisions that align with the City's strategic direction.

The City of Markham is committed to inclusive, accessible and barrier free employment practices and to creating a workplace that reflects and supports the diversity of the community we serve. Please let us know if you require an accommodation and we will work with you to ensure a barrier free hiring process.

We thank all those applicants who have applied, however only those applicants selected for an interview will be contacted.