

Job Title: Enforcement Building Inspector

Req ID: 25470

Vacancy Type: Permanent

Number of Positions: 2

Closing Date: 09/26/2024

Job Summary

Are you looking for an opportunity to join a team where your contribution makes a positive impact on the lives of many people? The City of Mississauga is looking for great people to join our Building team and take a proactive role in ensuring a safer built environment for all construction projects.

Duties and Responsibilities

Under the general supervision of the Supervisor, Building Enforcement Services, the successful candidate will perform the following duties:

- Investigate complaint referrals from the general public, Council, and/or internal staff to ensure new building construction, alterations, and additions regulated by the Ontario Building Code are undertaken with the benefit of an issued building permit.
- Prepare and maintain accurate investigation and enforcement related reports, in both electronic and manual formats.
- Prepare Building Code Act Orders in electronic format for issuance.
- Initiate legal action through the City's Prosecution Office, including the swearing of Information, service of Summons, and testifying in court as required.
- Respond to related enquiries received from the general public and/or internal staff.
- Present a professional, positive, knowledgeable, and conscientious image to the public at all times.
- Qualify and maintain qualifications as referenced in Division C Section 3.1.4. of the Ontario Building Code, and attend appropriate courses/seminars to keep knowledge current.
- Work in coordination with other Building Division staff, other City departments, and external agencies.
- Perform other related duties as may be assigned.

Skills and Qualifications

- Certified Engineering/Architectural Technologist and/or have post-secondary education related to building design and/or construction.
- Minimum of 2 years directly related work experience; municipal experience is a definite asset.
- Demonstrated knowledge of the Building Code Act, Ontario Building Code, and other applicable law relating to building permit requirements and enforcement procedures, including the overall building permit approval process.
- Qualified as referenced in Division C Section 3.1.4., of the Ontario Building Code.
- Proficient in the reading and interpretation of building design drawings.
- Must have strong communication and customer service skills, and the ability to work in a team environment.
- Certified or eligible for certification as a Certified Building Code Official is desirable.
- Personal computer literacy is required.
- Valid driver's license and use of a personal vehicle is essential.

Hourly Rate/Salary: \$ 76,313.00 - \$ 101,753.00

Hours of Work: 35

Work Location: Civic Centre

Department/Division/Section: P&B/Planning & Building Dept , P&B/Building Division , Inspection Services

Non-Union/Union: Non Union

We thank all who apply, however, only those candidates selected for an interview will be contacted. You can also check your application status in your candidate profile online.

All personal information is collected under the authority of the Municipal Act.

Equity, Diversity and Inclusion

The City of Mississauga is committed to creating a respectful and supportive workplace that fosters a culture of equity, diversity and inclusion which broadly reflects the communities and residents we serve. Throughout the employee life cycle, the City is working to include an EDI lens to attract, retain and support the growth of diverse talent.

Learn more about the City's commitment to [Equity, Diversity and Inclusion](#).

Accommodations

The City of Mississauga is an Equal Opportunity Employer and is committed to removing barriers in our selection process for people with visible and invisible disabilities. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, the City of Mississauga will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities.

If selected to participate in the recruitment, selection and/or assessment process, please inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.

