



## **City of Stratford Municipal Building Official II**

Job Posting: 16-2021

Date Posted: April 19, 2021

Annual Salary: \$69,876 - \$74,336

Closing: Monday May 3, 2021 at 4:30 pm

Department/Division: Infrastructure & Development Services

### **Duties:**

- Reporting to the Chief Building Official, the Municipal Building Official II is responsible for the administration and enforcement of all statutes and codes applying to building structures and their occupancy.
- Administers and enforces Ontario Building Code, Act & Regulations and related by-laws.
- Examines plans, drawings and site layouts for new construction. Assesses that the design, materials, workmanship and safety devices comply with by-laws, regulations and codes
- Conducts inspections and completes regulatory work involving all types of HVAC, plumbing hydronic heating, sites services, drain tile installations and building installations.
- Identifies and reports on building defects, and other threats to safety, and writes citations or stop work in progress.
- Prepares evidence for committees, tribunals, and court proceedings.
- Responds to questions and complaints regarding codes and regulations, inspection schedules, inspection results and code compliance requirements.
- Confers with and provides information to developers, engineers, architects, property owners, contractors and others regarding code requirements and alternatives; resolves complaints and problems.
- Maintains construction/building inspection files and logs; prepares reports, correspondence and requests for progress payments.
- Refers special and/or unusual situations to the Chief Building Official or the manager for direction.
- Assists in maintaining a safe working environment.
- Performs other related duties as assigned.

### **Qualifications:**

- Community College Diploma (3 years) in Construction Engineering, Civil Engineering Architectural, Mechanical Technology or equivalent education.

- 6-12 months related professional experience.
- Valid Driver's Licence (Class G).
- Ability to complete and maintain all mandatory professional qualifications and designations as set out in the Ontario Building Code.
- Must possess or be eligible for membership in the Ontario Building Officials Association.

**To apply for this position:**

Submit a resume, clearly outlining your qualifications and experience, quoting the job posting number in the subject line to [hr@stratford.ca](mailto:hr@stratford.ca). Please do not submit duplicates. Attachments should be in PDF format. Applications will be received until Monday May 3, 2021 at 4:30 pm.

**Accommodations** are available for people with disabilities for all aspects of the recruitment process. Applicants should make their needs known in advance.

While we appreciate all applications received, only those selected for an interview will be contacted.

Personal information collected in response to this advertisement is collected under the authority of the Municipal Act, 2001 to determine eligibility for employment with the City of Stratford. Please direct inquiries to the Human Resources Department at 519-271-0250 x 274.

**Human Resources Department**

City Hall, P.O. Box 818  
Stratford, ON N5A 6W1  
[hr@stratford.ca](mailto:hr@stratford.ca)

519-271-0250 x 274  
[www.stratford.ca](http://www.stratford.ca)