



Town of Erin
Community Services

Chief Building Official

Position Title: Chief Building Official

Reports To: Director of Planning & Development

THE OPPORTUNITY

The Town of Erin is hiring a Chief Building Official. The incumbent will play a pivotal role in helping Erin grow as we double our urban population in the coming years. It's an exciting time in the Town with our plans to commission a new multi-million dollar wastewater plant (construction starting in 2022) to facilitate growth, and connect the entire existing community to full-servicing. Under the direction of the Director of Planning & Enforcement, the CBO will perform all aspects of the Building Department including permit reviews, building/septic inspections, plans examinations, and issuance of permits while ensuring compliance with the requirements of the Ontario Building Code.

Position Requirements

Education

- A designation as a Certified Building Code Official (CBCO) as described in the Ontario Building Code Act, and a member in good standing with the Ontario Building Officials Association
- Registered Building Official with Ministry of Affairs and Housing (MMAH)
- Successful completion of post-secondary training in a related field
- Successful completion of the provincial qualifications and courses as defined under the Building Code from the Ministry of Municipal Affairs and Housing (MMAH): General Legal/Process (Chief Building Official); House, Small Buildings, Plumbing House, Plumbing All Buildings, Large Buildings, Building services, Structural and Legal duty of the CBO.

Experience

- Minimum of 5 years of Municipal experience as a Building Official in the commercial, industrial, residential and farm construction, 2 years of which should have been in a managerial or supervisor capacity.
- Thorough knowledge of regulations and legislation related to the building construction and development industry.
- Experience with staffing and employee issues is desirable.
- Previous experience as a Chief Building Official is highly desirable.

Working Conditions and Environment

- This incumbent in this position will be working both at Town hall and off-site for inspections.

- This position is for a 40-hour a week position Monday- Friday, however the incumbent may also work outside of regular business hours;
- The compensation range for this role is \$93,192 - \$113,819

Interested applicants may submit their resumes to HR@Erin.ca. Resumes will be accepted **until 4:00 pm on Friday December 3rd**.

The foregoing represents a reasonable statement of the requirements of this position. Hiring will be subject to the successful passing of a Criminal Reference Check and verification of education and required certifications'. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection. The Town of Erin is an equal opportunity employer. Accommodations are available for all parts of the recruitment process in accordance with the *Accessibility for Ontarians with Disabilities Act*.