

**TOWNSHIP OF WEST LINCOLN
BUILDING INSPECTOR/BY-LAW ENFORCEMENT OFFICER**

Reporting to the Chief Building Official, the Building Inspector/By-law Enforcement Officer will be responsible for inspections, by-law enforcement including parking and the property standards portfolios. You will lead customer service, plans examination, building/plumbing and permit issuing functions. You will also perform duties to ensure compliance with building related regulations and standards.

To join our team you will need to demonstrate successful, progressive learning experience in a Municipal Building Department with exposure to all types of building construction and plumbing requirements. You must have a Community College Diploma in Architecture or Structural Engineering or related discipline along with membership in the associated professional organization; 3 to 5 years work experience; successful completion of Ministry of Municipal Affairs and Housing qualifications for Legal Processes, House, Small Buildings, Large Buildings, Building Services, Building Structural and Plumbing for all buildings. Certification with OASP (Ontario Association of Property Standards) would be considered an asset. A thorough knowledge of current Building and Plumbing legislation/regulations and associated standards is required. We are looking for someone with excellent interpersonal, communication, problem solving and organizational skills.

Our Township offers opportunity for career growth in a friendly work environment with a small town atmosphere. The salary range for the position is \$31.52/hour to \$32.38/hour (rates adjusted annually under union negotiations) for a 35 hour work week, accompanied by a competitive benefits and pension package. Office Core hours are 9 am to 4:30 pm; however, overtime will be required on occasion and core hours will be adjusted from time to time.

For additional information see the position description at <http://www.westlincoln.ca>

Interested applicants are invited to submit a letter of application outlining their qualifications and experience, as well as a detailed resume by no later than **Friday, December 15, 2017 at 4:30 p.m.** to the attention of:

Joanne Scime, Deputy Clerk
The Corporation of the Township of West Lincoln
318 Canborough Street, P.O. Box 400
Smithville, Ontario L0R 2A0
Fax: (905) 957-3219

Email: jscime@westlincoln.ca (subject line: Building Inspector/By-law Enforcement)

We thank all those applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.

In accordance with the Accessibility for Ontarians with Disabilities Act, if you require this document or any additional documents in an alternative format, please contact our office at 905-957-3346. Please know that should you require any special accommodations in order to apply for a position or interview for a position with the Township of West Lincoln, we will endeavor to make such accommodations.