



Township of  
**Leeds** and the  
**Thousand Islands**

## **Building Inspector, Full Time, Permanent**

**Closing Date: Open Until Filled**

The Township of Leeds and the Thousand Islands is seeking an individual to join our team in the full-time position of Building Inspector.

The Township of Leeds and the Thousand Islands (Township) is a vibrant, diverse community in Eastern Ontario. We have the world-renowned 1000 Islands and St. Lawrence Seaway along our southern boundary and the UNESCO-designated Rideau Canal on our north. We are conveniently located within hours of two of the largest metropolitan areas of Canada as well as the eastern seaboard of the USA. We have 9,500 permanent residents, thousands of seasonal residents, and welcome tens of thousands of visitors to our region every year. The Township offers its citizens a great lifestyle, with the perfect balance of heritage, culture, services, outdoor activities, and contemporary living.

### **POSITION SUMMARY AND QUALIFICATIONS**

Reporting to the Chief Building Official, the Building Inspector is responsible for professionally facilitating construction activities in the Township by conducting inspections of buildings, and by maintaining effective and co-operative liaison with permit applicants, builders, developers, designers, professional consultants, lawyers, real-estate agents, provincial ministries, agencies, departmental staff, and the general public. This position is responsible for performing duties under the Building Code Act and the Building Code in connection with reviewing plans, inspecting construction, property/community standards, and issuing orders.

Qualifications for this position include:

- Diploma or Degree in Architecture, Civil Engineering Technology, Building Technology or related field
- Certified Building Code Official through the Ontario Building Officials Association
- Possess and maintain a valid Ontario Driver's License – Class "G" with a clean driver abstract
- Successful completion of the provincial mandated examination program administered and authorized by the Ministry of Municipal Affairs and Housing, in accordance with the Building Code Act (BCA) and the building code in the categories of qualifications set out in the building code as follows:
- General Legal/Processes or Powers and Duties of Chief Building Officials

- Preference will be given to applicants who have also successfully completed some or all of the following:
  - House
  - HVAC House
  - Small Buildings
  - Large Buildings
  - Complex Buildings
  - Building Structural, and
  - Building Services
  
- Two (2) years' experience with the BCA, the building code, and pertinent by-laws, regulations and statutes.
  
- Certified or eligible for certification in the following:
  - Ontario Association of Certified Engineering Technicians and Technologists (OACETT) as a Certified Engineering Technologist
  - Association of Architectural Technologists of Ontario (AATO) as an Accredited Architectural Technologist
  - Ontario Building Officials Association (OBOA) as a certified Building Code Official

The salary range for the position is \$32.22 to \$37.69 per hour commensurate with experience and qualifications. The Township offers a comprehensive benefits package and participation in the OMERS pension plan.

For more information and to view a detailed job description, please visit the [career section](#) of the Township's website.

**Please electronically submit your covering letter and detailed resume in confidence to [hrmanager@townshipleeds.on.ca](mailto:hrmanager@townshipleeds.on.ca)**

**Please quote "Competition No. 22-06" in the subject line of your email**

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The Township is an equal opportunity employer. We thank all candidates for their interest, however, only those selected for an interview will be contacted. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act. In accordance with the Accessibility for Ontarians with Disabilities Act (2005), accommodation will be provided upon request throughout the selection process.