

Building Inspector/Compliance Officer

Salary \$74,270.00 - \$92,837.00

CLOSING DATE: November 12, 2024

YOUR OPPORTUNITY

Are you a person with an eye for details, a commitment to safety, and a desire to make a difference in the community? If so, we've got an opportunity just for you, the Town of Oromocto is looking for a Building Inspector/Compliance Officer. Reporting to the Director of Planning and Compliance, the Building Inspector/Compliance Officer will perform inspections of buildings and structures to ensure compliance with the National Building Code (NBC) and Building By-Law and provide enforcement of other land-use related By-laws, such as, but not limited to, the Zoning By-Law, and Dangerous and Unightly Premises By-Law.

The work involves technical and administrative skills in building technology including the initiation, coordination, formulation, review and direction of the activities to ensure compliance with the plans, standards and by-laws.

WHY OROMOCTO

Oromocto is located within the Capital Region of New Brunswick and is home to the Canadian Forces Base Gagetown, one of the largest military training centres in the Commonwealth. Over 25,000 consumers live within a 10 km radius. The Town of Oromocto provides all the advantages of a well-serviced urban centre yet prides itself on having small-town ambiance. Its multitude of trails, parks, and rivers is an outdoor enthusiast's dream and contributes to the overall quality of life. Oromocto is just minutes from the international airport, 15 minutes from Fredericton and an hour from the City of Saint John. We are a vital community with outstanding municipal services, a reliable labour force and an exciting quality of life.

WHAT WE OFFER

- 1.25 days/month of vacation
- 1.50 days/month of sick credits
- Defined Benefit Pension Plan
- Comprehensive benefits package or Benefit Allowance
- Opportunities for professional development and training
- Employee and Family Assistance Program (EFAP) and services

DUTIES & RESPONSIBILITIES

Working within a small team, the key duties of the Building Inspector/Compliance Officer are:

Building Inspections

- Ensuring compliance with the NBC, CPA and Building By-Law through the building inspection process.

- Performing inspections, review and interpret plans to determine project scope specifications, and construction methods to ensure compliance with the NBC and standards, maintain accurate records and daily inspections.
- Ability to develop new operational policies and guidelines for field staff.
- Support others in interpreting the code and providing assistance with problem solving.

Compliance

- Fielding reports of alleged infractions of municipal bylaws, issues orders of compliance pursuant to the Community Planning Act and Local Governance Act, regulations and municipal bylaws under the direction of the Director of Planning & Compliance.
- Investigating and processes alleged by-law violations and complaints and prepare enforcement procedures such as preparing notices and issuing orders or tickets for non-compliance.

And other duties as required in carrying out the mandate of the Department.

DESIRABLE TRAINING AND EXPERIENCE

- A Diploma in civil engineering technology or construction technology program combined with a minimum of 5 years of related experience or any combination of education, experience and training which provides the required knowledge, skills and abilities to perform the essential functions of this position, or a combination of education and experience will be considered.
- Must have, or be able to obtain, a NB Certified Building Official (NBCBO) Level 2 certification or a NB Building Code Qualified Official (BCQO) Level 2 certification.
- Strong knowledge about the Occupational Health & Safety Act and WorkSafe NB.
- Strong and effective communication and teamwork skills
- Excellent understanding of government processes
- Exceptional problem solving and strategic thinking skills
- Ability to adapt and facilitate change in a clear and concise manner
- Maintains a valid motor vehicle license.
- A proficient level of knowledge and skill in Microsoft office systems.
- Ability to speak in both official languages would be considered an asset

Hours

This is a permanent full-time position Monday – Friday with hours 8:30 am to 4:30 pm.

APPLYING FOR THIS POSITION

Your resume must clearly demonstrate how you meet the requirements of the position. Please include any educational Degrees, Diplomas and/or Certificates and copy of drivers licence that are relevant and required for this position. The successful candidate must undergo a criminal record check.

Applicants can forward a completed [Application for Employment Form](#), résumé, cover letter. Submissions can be sent in confidence to:

Town of Oromocto, Human Resources
HR@OROMOCTO.CA

Thank you for your interest, however only those candidates selected for interview will be contacted.