

As Canada's fastest growing municipality (based on 2021 Census data), the Town of East Gwillimbury is located along Highway 404 in northern York Region and is as a premier center for growth within the GTA. We are proud of our award-winning focus on modernization, innovation, and creativity. Those joining Team EG will use that lens to help shape our growing community. As an Employee Recommended Workplace, employees enjoy a number of benefits including; competitive wages, employee assistance program, social and wellness committees, access to outdoor seating areas and numerous trails which allow you to enjoy the beauty of EG while at work. Come join our team and see the EG difference!

Reporting to the Chief Building Official, this position is responsible for enforcing the Ontario Building Code (OBC) and Applicable Laws. Key responsibilities include: maintain the required Provincial qualifications necessary to complete the duties of a Plans Examiner, conduct the required plans examination for Parts 3, 4, 5, 6, 7 and 9 of the OBC, while ensuring interpretations and other regulatory standards are in accordance with the policies and guidelines of the Municipality, applicable laws, and good construction practices. Ensure that administrative policies and procedures are followed and take necessary steps to gain building permit compliance. Maintain accurate records of all examinations using the CityView electronic permit system.

Preferred candidates will hold a post-secondary Degree or Diploma in Architecture or Engineering or equivalent, and possess a minimum three (3) years related experience in municipal building inspection or plan examination, or construction environment. The candidate will have successfully completed the provincially mandated examination program administered and authorized by the Ministry of Municipal Affairs and Housing, relating to the Building Code Act and Ontario Building Code in the categories set out in the regulations as follows: house; small buildings; building services; detection; lighting and power; plumbing – house; HVAC – house. Thorough working knowledge of the Building Code Act, Ontario Building Code, National Farm Building Code and related standards. Basic knowledge of planning processes. Ability to interpret plans and specifications for buildings. Good computer skills and records management skills. Familiarity with CityView would be an asset. Valid Class "G" Drivers License and a reliable vehicle to use on corporate business.

Salary Range: \$45.76-\$53.84/hour

If you're looking for an opportunity that will enable you to contribute to a growing and inclusive community, please apply and submit your resume and related information online at:

[ADP Workforce Now - Career Centre](#)

Deadline for applications is February 19, 2023

Please be advised that effective November 1, 2021, all staff (including full-time, part-time, seasonal, and contract) are required to be fully vaccinated with a Health Canada-approved COVID-19 vaccine.

We thank all applicants for their interest, however, only those being considered for an interview will be contacted.

The Town of East Gwillimbury is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the Town of East Gwillimbury will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the Town's Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation. In accordance with the *Municipal Freedom of Information & Protection of Personal Privacy Act*, personal information collected will only be used for candidate selection.