



SQUAMISH

HARDWIRED *for* ADVENTURE

The District of Squamish is located in the unceded traditional territory of the Skwxwú7mesh Úxwumixw (Squamish Nation). We offer gratitude to the Skwxwú7mesh People who have lived on these lands since time immemorial.

External Job Posting

Position:	Building Official – Plumbing Inspector
Status:	Casual/On-Call
Work Area:	Development Services
Posting Date:	November 29, 2023
Closing Date:	Open until filled

GENERAL SUMMARY

Under the supervision of the Manager of Building Services, this position provides inspection services for a wide variety of construction, alteration, and repair projects regarding compliance with BC Building and Plumbing Codes, local government bylaws, regulations, and design guidelines, as well as processing permits and enforcing bylaws.

KEY RESPONSIBILITIES

Customer Service & Community Planning Support

- Contributes to the success of our team and creation of our community, by fostering the District of Squamish corporate values in their work: respect, integrity, connection and progress.
- Responds to staff and public inquiries regarding building inspection services including technical information, regarding codes, regulations, and bylaws, and inspection calls.

Main Duties and Responsibilities

- Reviews building plans and liaises with associated building professionals and agencies as necessary regarding compliance with BC Building and Plumbing Codes, local government bylaws, regulations and design guidelines to process permits accurately.
- Liaises with other departments within the District government, including Fire, Bylaw Enforcement, Planning, and Engineering to ensure a coordinated and consistent application of the District's bylaws, regulations, and processes.
- Reviews site plans, site grading and drainage, and service connections to ensure conformance with municipal standards.
- Processes building, plumbing, and sign permits and performs field inspections related to compliance with BC Building and Plumbing Codes, local government bylaws, regulations and design guidelines.
- Processes business licenses and performs business license inspections regarding compliance with municipal bylaws and regulations, and Provincial regulation.
- Prepares reports regarding enforcement on non-compliance and attends Board of Variance.
- Develops policies and procedures in area of responsibility and occasionally prepares Reports to Council.
- Keeps current with any code changes or amendments as passed by the provincial government.

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

- Possesses a thorough knowledge of BC Building and Plumbing Codes, local government bylaws, regulations, and design guidelines.
- Sound knowledge of the Local Government Act and the Community Charter and know how it applies to Building Officials.
- Thorough knowledge of MS Office, Word, and Excel and various building related software applications.
- Good organizational skills and the ability to manage and perform multiple duties simultaneously.
- Strong interpersonal skills including the ability to deal with people in a professional and courteous manner in difficult circumstances.
- Excellent oral and written communications skills.
- Strong decision-making skills and sound judgement.
- Ability to work safely and in compliance with the District of Squamish Health and Safety Policy, WorkSafe BC, and WHMIS guidelines.



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- Ability to read complex architectural, engineering, and legal plans and applicable specifications and to suggest corrections and changes where required.
- Ability to use tact when dealing effectively with developers, contractors, homeowners and other members of the public.
- Ability to use the Geographic Information System (GIS).

REQUIRED TRAINING, EDUCATION AND EXPERIENCE

- Possession of a valid B.C. Class 5 Driver's License with a safe driving record
- A Journeyman's Ticket in Plumbing or a Diploma from a technical institute in Building Technology
- Certified Level II Building Official (Building Official's Association of BC)

AND

- A minimum of three years' experience as a Building Official

OR

- Level 1 certification with the Plumbing Officials Association of BC an asset or registered with the POABC and scheduled to write exam
- An equivalent combination of education and experience

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. This is a general list of responsibilities, duties and skills required of personnel so classified. Other related duties may be assigned in keeping with the general nature of the position.

The District of Squamish may consider applications who do not fulfill all requirements of the position if no fully qualified applicants apply.

Hours of Work: Casual, On-Call. Current shifts (subject to change) range between the hours of 8:00 a.m. to 5:00 p.m., Monday to Friday.

Salary: \$42.55 per hour

This is a Union position within the Collective Agreement of CUPE Local 2269 and the District of Squamish.

Direct Your Application (Quoting Competition #) To: #23-118

Human Resources

District of Squamish

37955 Second Avenue, P.O. Box 310, Squamish, B.C., V8B 0A3 E-mail: jobs@squamish.ca

As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence AccessibilityHR@squamish.ca. We thank all applicants for applying.