



## Senior Building Official

Planning and Development Services

Part-Time, Regular

### About Us

Merritt is centrally located and nestled in the beautiful Nicola Valley. Our strategic orientation is to pursue growth as a progressive, attractive, economically viable city that is socially responsible and environmentally sustainable. Our strength comes from our skilled and dedicated employees and together, we continue to build an inclusive culture that encourages, supports, and celebrates the diverse voices of our employees. It fuels our innovation and connects us closer to the community we serve.

Our Planning and Development team aims to ensure works are compliant with provincial and municipal codes and regulations and that they have occurred as planned and permitted. We do this by reviewing and processing a variety of applications including building permits, demolition permits, sprinkler permits and plumbing permits relating to works on, in, or around buildings or structures on private property. We also conduct inspections to verify that the proposed works have occurred as planned and permitted. To find out more about our Planning and Development Services Department and current projects, visit our website at: [www.merritt.ca/development-services/](http://www.merritt.ca/development-services/).

### The Opportunity

Reporting the Planning and Development Services Manager, the Senior Building Official strengthens the City of Merritt's Planning and Development team by leading and directing the activities of the Building division. The Senior Building Official ensures the safety of buildings in which people live and work in by ensuring the City's practices and bylaws align with the BC Building Code and other relevant acts and regulations. They set the direction for how the City will make decisions under the BC Building Code and how it is applied. This position trains and mentors junior Building Officials who are pursuing certification under the BC Building Act, they build and manage relationships between the City and internal and external stakeholders in the construction industry, including but not limited to builders, development professionals (architects and engineers, energy advisors), property owners, regulators and other City departments.

This position develops Building policies, procedures and practices including setting the direction for how the City will make decisions under the BC Building Code and how it is applied by the City of Merritt. In collaboration with the leadership team, updates bylaws, policies and procedures and other official documents by conducting research, preparing reports and making recommendations to City Council, including updating the City's Building Bylaw to ensure that the City is compliant with regulations such as BC's Building Code and Energy Step Code.

Provides leadership, guidance and mentorship for Building division staff including those working towards certification. They respond to complex inquiries from internal and external stakeholders and manage the administration and enforcement of provincial building regulations such as the BC Building Code and large-scale development projects for the City by performing plan checking ensuring compliance with the BC Building Code for part 3 buildings (residential, commercial, industrial and institutional).

The Senior Building Official builds effective working relationships with various internal and external stakeholders including but not limited to building professionals, builders, property owners and government on behalf of the City. They educate internal and external stakeholders including City Council, Builders, Property Owners and other departments on the BC Building Code, Merritt's Building Bylaw, divisional procedures and changes under the BC Building Code and BC Step Code along with their implications for new and existing buildings.

## **Key Qualifications**

- Certified Level 3 Building Official qualification or exempt under the BC Building Code (such as Architects registered by AIBC, P.Eng in good standing who are registered with the Engineers and Geoscientists of British Columbia) with relevant experience in all aspects of Building Official requirements under relevant BC acts and legislation.
- A member in good standing of the Building Officials Association of BC.
- Level 1 Plumbing Official qualification or equivalent qualification is preferred.
- Valid BC Driver's licence
- Strong communication, leadership, management, stakeholder management skills
- The successful candidate will be required to obtain and maintain a satisfactory police information check and hold a minimum Class 5 Drivers' Licence as a condition of employment.

It is an exciting time to be a part of our team! We're looking for people to bring creative ideas, fresh thinking and motivation to join the City of Merritt team. We offer competitive compensation and comprehensive benefits for health, vision, dental, group insurance, pension and well-being along with meaningful work in a respectful environment.

Hiring for this position is ongoing and will be filled as required. To be considered for this position, please apply today. Applications are accepted on our website at [www.merritt.ca/employment](http://www.merritt.ca/employment).

*We thank all applicants for their interest, however; only applicants selected for an interview will be contacted.*

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