

Town of Caledon

make a difference



Job Title: Director, Building Services / Chief Building Official

Closing Date: August 10, 2023 @ 11:59pm

The Town of Caledon is a dynamic municipality that successfully balances urban, rural, and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

The Opportunity

Reporting to the Chief Administrative Officer, this statutory position is responsible for providing senior level leadership to the operation of the Building Services Department. This leadership encompasses the development of strategic direction and vision to the Department along with leading continuous improvement and making changes in overall business performance through analysis and the development and implementation of sound management practices.

The Director, Building Services / Chief Building Official, directs the customer service, plan review and building inspection functions of the Building Department, including the enforcement of the Building Code Act. The Director leads and motivates a diverse workforce, ensures effective teamwork, ensures high standards of work quality and organizational performance, continuous learning and encourages innovation in others. This position is responsible for providing senior level policy advice/recommendations to both the Senior Management Team and Town Council regarding effective and enforceable implementation of new program initiatives along. This position is responsible for the development, and administration of the annual budget for the Department and ensures that the departmental expenditures are controlled and maintained within approved budget limits and corporate policies.

The Ideal Candidate

We are seeking an experienced professional with a post-secondary degree in management and/or in a professional discipline pertinent to the building plan review and inspection field or an equivalent combination of education, training and/or experience. Our ideal candidate has ten (10) of years of experience in plan review and inspection functions to ensure compliance with the Ontario Building Code Act, Building Code and other related regulations and by-laws and five (5) to seven (7) years of experience in a senior management role with municipal enforcement or related field. Experience as a Chief Building Officer would be considered an asset.

The
ideal



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candidate should have MMAH qualifications in all categories of Certification including CBO Legal/Process accompanied with a Supervisor/Manager registration.

The ideal candidate will have experience in assessing, planning, developing, implementing, managing and monitoring broad scale, complex, longer term corporate and divisional initiatives, business strategies, operational processes and management systems. We are seeking an individual with superior knowledge of government legislation and policy in the areas of labour, occupational health and safety and human rights.

The ideal candidate should have excellent knowledge and understanding of all aspects of building construction, the Ontario Building Code Act, Ontario Building Code, and other applicable laws relating to the construction industry.

The successful candidate for Director, Building Services / Chief Building Official will be required to work a flexible schedule, including in the office, remotely and after hours (as required).

This position offers a salary range of \$159,915.08 - \$195,976.18 plus a competitive benefit package.

Satisfactory passing of a criminal record check, and proof of qualifications will be required of any successful candidate(s) for this position.

The Town is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.

How To Apply

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers

If needed and upon request, this document can be made available in an alternative format.



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