

## **TEAM LEADER, BUILDING INSPECTIONS**

Position ID: J0224-0144

Job Type: Full Time

Department: Building Inspections

Number Of Positions: 1

Closing Date: March 4, 2024

Min Salary: \$115,139.00/Year

Max Salary: \$143,924.00/Year

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As one of the fastest growing cities in Alberta, the City of Airdrie is a recognized leader in building a vibrant and sustainable community through innovation.

At the City of Airdrie, incredible opportunities happen every day in a flexible work environment that is tailored to each department. Our inclusive culture and values create a workplace where we welcome aspiring, driven and creative individuals to help us accomplish our business and community goals. We are supportive of one another, and we have fun while we serve our community. We are passionate about improving the lives of our residents through care and respect; that is the foundation of our organization. At the City of Airdrie, we learn, grow and accomplish great things together.

If you have a passion for building a better community and are ready to join the excitement, we'd love to hear from you!

### **The Opportunity:**

The Building Inspections Team Leader is responsible for the effective delivery of building inspection services in support of community development and in alignment with City Bylaws and the Alberta Safety Code regulations (Building(s), Plumbing & Gas and Electrical). This position is responsible for ensuring timely inspection services to permit applicants, owners and occupants of buildings, and internal customers to ensure new and existing buildings are constructed in a safe manner. The team leader is responsible for the development of consistent and effective governance related to all building permitting and inspection activities.

This position ensures the effective operations of the department through monitoring and evaluating processes, procedures, and overall service delivery and volumes. The team leader is responsible for growing business relationships both internally and externally, including working collaboratively with developers, builders, businesses, and residents in the community.

Responsibilities include:

- Provide strong leadership to direct reports, provide coaching and mentoring through ongoing feedback and empowering employees to achieve outcomes. Encourage collaborative and inclusive relationships
- Act as a people and culture leader, demonstrating and aligning decisions and behaviours with our mission, corporate values and culture
- Create, monitor and evaluate departmental goals and operational activities to set work priorities, update processes and facilitate continuous improvement initiatives
- Provide day-to-day operational oversight of department activities, provide subject matter expertise and decision making on building inspections and permitting matters
- Oversee and ensure compliance with Safety Code regulations and City Bylaws. Conduct periodic Safety Code compliance audits. Create and distribute bulletins noting changes to City process
- Work closely with the other leaders at the City to create a cohesive unit to streamline activities and create synergies and improved workflow practices
- Address escalated customer concerns and complex issues. Create a culture of excellence in customer experience
- Prepare and manage the departments annual budget
- Create presentations and reports for management and other committees as needed
- Participate in cross-functional committees and teams as a subject matter expert
- Identify best practices and solutions to improve service delivery and maximize efficiencies. Maximize

technology solutions and deliver continuous improvement to automate processes. Challenge existing practices and embrace and support change

### **You Bring:**

- Journeyperson or Red Seal certification in one of the following; Carpenter, Plumbing and Gas Fitter, Electrician; or
- Eight (8) years of experience with a degree in Architecture or Engineering, or a Certified Architectural or Engineering Technologist
- Certified as a Safety Codes Officer by the Alberta Safety Codes Council or qualify to be certified
- Seven (7) years' or more of leadership experience in a municipal and/or building construction environment
- Comprehensive knowledge and experience overseeing safety code regulations impartially, and communicating decisions professionally
- Experience working with developers and the building community on complex residential, industrial and commercial construction projects
- Prior experience working in a municipal building inspections environment would be an asset
- Prior experience with proactively influencing service delivery and continuous improvement initiatives
- Excellent relationship building, influencing and conflict resolution skills
- Excellent organizational skills with the ability to manage time and priorities effectively
- Strong independent decision-making, problem solving and analytical skills
- Proficiency with Microsoft Office
- Ability to coach and mentor a team, creating an environment that promotes positive communication
- Ability to exercise a significant amount of professional judgment and initiative when making recommendations and resolving problems that may be complex
- Ability to make difficult decisions in an impartial and objective manner
- Ability to effectively deal with a variety of individuals at all levels of the organization as well as external stakeholders within the community and outside agencies
- Ability to provide consistent professional services under the pressure of conflicting priorities and public scrutiny
- Ability to influence and form collaborative relationships
- Ability to work in an environment requiring a high level of diplomacy
- Ability to implement positive changes and develop new processes

### **We Offer:**

Along with a competitive compensation program and City paid health and dental premiums, this position also includes:

- Excellent and comprehensive health, dental, paramedical, and benefits plan
- First-in-class pension plan
- Career development and tuition reimbursement
- Employee discounts, annual adult fitness (Genesis Place, Airdrie) pass, social events, and health & wellness initiatives

Continuous learning through training and development is encouraged as are flexible work arrangements, when possible. We recognize that our people work best when they feel engaged in their environment and appreciated for their efforts and our overall benefits package reflects that.

### **Additional Information:**

This is a full-time position (37.5 hours per week) and includes a comprehensive benefits and pension package.

Please provide a cover letter as a means of introducing yourself.

### **Next Steps:**

Candidates are invited to apply online.