

JOIN OUR TEAM

Plans Examiner (New Rate of Pay)

Working for City of Thorold

By joining the City of Thorold team, you will be choosing to become part of the fastest growing municipality in the beautiful Niagara region. Working with us means a great pension, superb benefits package and a supportive and collaborative team environment. We invest in our people and prioritize creating opportunities for our employees to learn and grow in their roles.

Primary Function

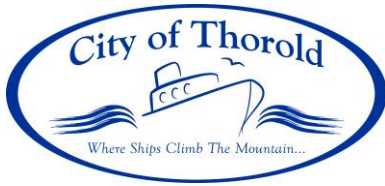
Under the direction of the Manager of Building Services, review and examine plans and specifications to determine compliance with the Ontario Building Code and applicable law for issuance of building permits and demolition permits associated with residential buildings within the scope of Part 9 and non-commercial agricultural buildings under 600 square meters in building area.

Duties and Responsibilities

- Review, approve and issue building permits and demolition permits associated with Part 9 residential buildings and buildings accessory thereto
- Review, approve and issue building permits associated with non-commercial agricultural buildings under 600 square meters in building area
- Administer Ontario Building Code and other applicable law
- Research zoning maps, survey and property files to verify compliance with Zoning By-Laws, Subdivision Agreements, Consent Agreements and Development Agreements
- Determine acceptance, or refusal of building permit applications based on conformity with applicable legislation
- Assist customers at the counter and through correspondence on matters associated with the Ontario Building Code, Zoning By-Laws, accepted construction practices, regulations and procedures
- Other related duties as assigned

Education/Experience

- Diploma in a minimum three (3) year college or university program related to construction management, construction engineering or architectural technology or a combination of equivalent related education and relevant work experience.
- Must possess a Ministry of Municipal Affairs Building Code Identification Number (BCIN) and be qualified in 'General Legal', 'House', 'Building Structural', and 'HVAC-House'
- A minimum of three (3) years related work experience preferably in a municipal building department
- Must possess a high degree of tact, courtesy and judgement to be able to deal effectively with the general public, industry stakeholders and staff
- Ability to work effectively as an individual and as part of a team
- Understanding of the Ontario Building Codes
- Knowledge of the legislative, legal and administrative aspects of the building permit process
- Familiar with land use planning and zoning



Conditions of Employment

Required to work under the general supervision of the Manager of Building Services in an office environment involving mental and visual concentration with frequent interruptions. Work closely with departmental staff. Some overtime may be required.

The above statement reflects the principal functions and duties as required for proper evaluation of the job. Other related duties can only be considered part of the job if they directly relate to the primary function contained herein. A detailed job description can be found at www.thorold.ca/jobs

Location: Thorold City Hall

Rate of pay: \$46.28 - \$47.94 (inclusive of market premium)

Position Type: Full time permanent, unionized position

Hours of Work: Monday to Friday, 8:30 am – 4:30pm (35 hours per week)

***All qualifications are required to receive market premium rate**

Interested candidates are invited to submit their detailed resume and cover letter to the Human Resources department, via hr@thorold.ca no later than **Sunday July 14, 2024**. Please indicate the position you are applying to in the email subject line. Only those applicants selected for an interview will be contacted.

In accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code, the City accommodates the individual needs of all applicants with disabilities throughout the recruitment, selection and/or assessment process. If selected to participate in the recruitment, selection and/or assessment process, please inform staff of the nature of any accommodation(s) that you may require.

Information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes.