



BUILDING SAFETY CODES OFFICER

Permanent / Full-Time

Red Deer County isn't just a workplace—it's a thriving community where every role makes a difference. We foster a first-class environment grounded in trust, respect, shared responsibility, and open communication, empowering both personal and professional success.

Red Deer County is seeking a qualified and detail-oriented **Building Safety Codes Officer** to join our team on a full-time basis. Reporting to the Project and Technical Planning Manager, the Building Safety Codes Officer plays a vital role in ensuring the safety and compliance of residential, commercial, and industrial buildings within our community. This position involves overseeing inspections and enforcing adherence to the National Building Code – 2023 Alberta Edition and other applicable regulations throughout all stages of construction, alteration, and repair.

Key Responsibilities

- Conduct inspections of buildings and structures to ensure compliance with the National Building Code – 2023 Alberta Edition and regulated regulations.
- Evaluate plans and construction projects for adherence to applicable safety standards and municipal bylaws.
- Provide guidance to developers, contractors, and homeowners on building code requirements and best practices.
- Maintain accurate and detailed records of inspections, findings, and any corrective actions required.
- Collaborate with municipal departments and external agencies to promote safe building practices.
- Address public inquiries and provide expertise on building safety matters.

Qualifications

- Completion of a Grade Twelve (12) diploma with a minimum Safety Codes Officer Part 3 certification.
- Minimum of five (5) years related experience (preferably in a municipal setting).
- Working knowledge of the current code, Safety Codes Act, Municipal Bylaws, related regulations, and Uniform Quality Management Plan.
- Excellent customer service skills with the ability to interpret and enforce regulations impartially and tactfully.
- Ability to understand and execute oral and written instructions and to interpret building construction plans and specifications.
- Ability to write technical evaluation reports on building plans or inspections to compliance or equivalencies of code and other regulations.
- Proficient with the Microsoft Office platform (Word, Excel, Outlook).
- Ability to thrive in a fast-paced environment and meet statutory timelines.

- Self-starter who has the capability to work independently with minimal supervision.
 - Acceptable Criminal Records Check.
 - Valid Class 5 drivers' license, with acceptable drivers' abstract.
 - Standard First Aid Level C with AED certification.
 - Experience in a local government environment is considered an asset.
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Working Conditions

- The role requires both office-based duties and fieldwork, including visiting construction sites in various weather conditions.
 - Field inspections may involve standing, walking, climbing, and navigating uneven terrain.
 - The position may require the use of personal protective equipment (PPE) during site visits.
 - Travel within the municipality will be required.
 - Regular interaction with the public, contractors, and other stakeholders is a key aspect of the role.
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Why Join Red Deer County?

We offer:

- **Collaborative Work Environment:** Work with a supportive and professional team dedicated to building a safe and thriving community.
 - **Diverse Projects:** Engage in a variety of challenging projects across residential, commercial, and industrial developments.
 - **Professional Development:** Access training opportunities and resources to expand your expertise and maintain certifications.
 - **Competitive Compensation:** Enjoy a comprehensive salary and benefits package, including pension and wellness programs.
 - **Work-Life Balance:** Benefit from flexible schedules and additional time off to promote a healthy work-life balance.
 - **Community Impact:** Make a tangible difference by ensuring safety and compliance in building standards within our vibrant community.
 - **Commitment to Excellence:** Join a team dedicated to upholding high safety standards and fostering innovation in the field of building safety codes.
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Application Details

Interested candidates are invited to email their application, including a resume and cover letter to Human Resources no later than **4:30 p.m., Friday, January 31, 2025**, to:

HUMAN RESOURCES DEPT.

hr@rdcounty.ca

www.rdcounty.ca



Join us at Red Deer County and make a meaningful impact!

***** A full position description is available upon request. *****

Red Deer County is an equal-opportunity employer and encourages applications from all qualified individuals. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

