



CLEARVIEW
TOWNSHIP

Building Inspector

The Corporation of the Township of Clearview

Clearview Township is currently seeking a permanent full-time (35 hours per week) Building Inspector.

Clearview Township is located in a region that has a long history as one of Ontario's favorite tourist and vacation destinations, attracting over 2 million visitors annually. Our community offers all the modern urban amenities with the attractiveness and friendly charm of small-town quality of life.

Key Accountabilities:

Reporting to the Chief Building Official, the Building Inspector is responsible for performing the statutory requirements as required by the Building Code Act and Building Code. Key responsibilities include enforcement of the Building Code and the Township's Building By-Law, including associated legislation and regulations, to ensure the structural soundness, safety, and accessibility of occupants. The Building Inspector is also responsible for responding to inquiries and liaising with approving authorities, internal and governmental departments, residents, elected officials, and legal counsel on Township matters in a professional, courteous, and efficient manner to maintain a high standard of public relations.

Skills and Experience:

- Recognized post-secondary Diploma in Architectural or Civil Engineering Technician or Technologist with 3 to 5 years of construction or building inspection experience.
- Obtains an Inspector Qualification and certification with OBOA (CBCO) (BCQ).
- Have obtained a BCIN, and required Qualifications as set out by 2.16 of the Ontario Building Code and the Ministry of Housing.
- Strong working knowledge of the Ontario Building Code, National Farm Building Code, Occupational Health and Safety Act, and Freedom of Information Act.
- Possess a thorough knowledge of the processing and review of permit applications and building permits.
- Experience in answering general inquiries in regard to the Ontario Building Code, and availability of permits on specific properties.
- Experience in preparing reports and orders with respect to the Ontario Building Code.
- Ability to liaise with approving authorities and deal with the public in a professional, courteous, and enthusiastic manner.
- WETT certification is an asset.
- Valid Class "G" Driver's License with access to a reliable vehicle is required.

Salary:

The salary range offered for this position is \$75,265 to \$92,399 per year plus a competitive benefits package.

Note: The preferred candidate must be willing to provide consent for the Township to conduct a criminal background and vulnerable sector check prior to finalizing an employment offer.

Interested candidates are invited to forward their resume and covering letter quoting **job # 2025 - 027** to Human Resources **by July 18, 2025**, to: hr@clearview.ca

We thank all applicants for their interest; however, only those applicants selected for an interview will be contacted. No phone calls please. The Township of Clearview is an equal opportunity employer.

Accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Please visit: www.clearview.ca