



*A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the **City of Oshawa** is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and cooperative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

Vacancy: Construction Inspector - Student **Job ID:** J1225-0321

Department: Engineering Services **Branch:** Economic and Development Services

Location: City Hall, Oshawa, ON.

Posting Start Date: 2025/12/22 **Posting End Date:** 2026/01/09 by 4:30pm

Employment Group: CUPE 251 **Salary Grade:** \$25.52 - \$30.06 per hour

Standard Weekly Hours of Work: 40.00 **Shift Work Required:** No

To be eligible for a summer student position with the City of Oshawa, you must be currently enrolled in full-time studies at a community college or university and returning to full-time studies in the fall. Documentation from your institution confirming your intention to return to school at the end of the summer break in the current year is required. If this documentation is not received, you will be disqualified from the student employment program and will not be considered for future student employment opportunities. Students must commit to a full term of employment up to and including September 4, 2026.

Student performance will be evaluated throughout the work term. Previous applicants or incumbents are not guaranteed an interview or employment from year to year. Certain positions may require a satisfactory criminal record check as a condition of employment. Preference will be given to students enrolled in one of the City of Oshawa's Teaching City partner institutions (Durham College, Ontario Tech University, Trent University Durham GTA, University of Toronto). Applications will be reviewed, and successful candidates will be placed into a lottery. Those selected will proceed to the interview stage. We thank all applicants; however, due to the high volume of applications, only those selected for an interview will be contacted.

Reporting to the Project Supervisor or designate, the Construction Inspector - Student will support the Construction Inspector on construction projects related to Capital Work and Subdivision Development work. In this position the Construction Inspector - Student will have the opportunity to review contract documents in the form of drawings and specifications to gain an understanding of the construction process from execution to completion.

Responsibilities:

- Assist in the inspection of construction execution to ensure work is happening in accordance with the contract documents by taking photographs of the work, learning how to measure quantities of work with tools such as a tape measure, measuring wheel or calculating quantities from construction drawings
- Assist the construction inspector in documenting activities including preparing final measurement documentation, preparing and distributing meeting minutes and various other construction forms for review and approval
- Assist in compiling measured quantities from daily site inspection logs for the purpose of preparing payment certificates
- Make tender documents available in an accessible format, maintaining a database of all unit pricing received for all construction contracts by implementing a spreadsheet and entering the necessary unit rates as each tender closes
- Maintain a database of capital contracts in the maintenance period and advising staff when required inspections are to take place

Requirements:

- Preference will be given to students who are currently enrolled in a recognized University/College program of study in Civil Engineering and have previous work experience in a construction capacity
- Established skills and experience using PC equipment and related software applications, (i.e. MS Office Suite)
- Ability to communicate courteously and effectively both orally and in writing with the general public, contractors, agencies and staff
- Excellent mathematical and analytical skills
- Physically fit with the ability to climb and walk over rough ground. Able to work outdoors in all weather conditions
- Possession and maintenance of a valid Ontario Driver's Licence, in good standing (minimum Class “**G**”), a driver's abstract showing **no** demerit points, and the ability to pass the Corporation's tests for motor vehicle operation
- Must be able to supply own vehicle, if required

As a condition of employment, the City of Oshawa will require successful candidates to undergo a Criminal Records and Judicial Matters Check.

Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.

Apply Online: Oshawa.ca/careers

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

Applicants who are currently employed by the City of Oshawa are asked to clearly indicate their status as an internal applicant in their application. Please ensure that you check your email regularly to receive any correspondence.

The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagiig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day. [Learn more](#)

We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.

The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.