
Building Approvals Code Engineer

DEPARTMENT:	Planning & Development	STATUS:	Full Time
NO. OF POSITIONS:	One	UNION:	Exempt
HOURS OF WORK:	37.5 hours per week	SALARY:	\$130,412-\$143,816 plus comprehensive benefits package

As a central hub in the Metro Vancouver area, the City of New Westminster delivers a broad spectrum of urban services to over 85,000 residents. New Westminster is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

Reporting to the Manager, Building, the Code Engineer is the subject matter expert and technical lead for the department and provides expert knowledge in support of technical review of designs and specifications for complex buildings in order to determine compliance with the BC Building Code, applicable standards, and the City’s Building Regulation Bylaw, Fire By-law and other related City by-laws and guidelines. This complex advisory work involves making independent and technical interpretations and decisions related to permitting. The position will function independently, liaising effectively with the applicant design team, jurisdictional authorities and other city staff to complete technical reviews of the most complex building applications. Duties will focus on providing expert evaluation of building systems as presented through applications for permit and making compliance decisions related to technical issues and evaluation of alternate solutions. The successful candidate will work with Building and Plumbing Official staff, partners in Engineering and Public Works, and professional consultants to develop consistent decisions with respect to interpretations of development related regulations.

Examples of key responsibilities include, but are not limited to:

- Provides advanced technical building code knowledge and proficiency to serve as the technical lead for the department
- Applies expert knowledge to strengthen the department's technical capability for reviewing the most complex construction while supervising the overall code engineering process and staff performance within the section
- Develops within the department consistent technical standards and approaches for evaluating performance-based Alternative Solutions to prescriptive code
- Reviews applications, comments, interprets and applies the intent and purpose for codes and standards compliance with an emphasis on structural and fire/life safety matters
- Manages sprinkler permit applications and completes direct technical review of complex projects
- Facilitates discussions with design professionals, consultants, contractors and developers regarding the interpretation of various by-laws, codes and guidelines and assists applicants in understanding the regulations that affect construction and plans approval
- Works with Certified Building Official (CBO) staff to provide detailed technical analysis of Alternative Solutions
- Provides specialized advice and answers technical questions from the City’s CBO, Fire and Engineering teams
- Mentors several specialized technical staff (CBOs), providing technical guidance and training
- Maintains accurate records for plan review status and work performed
- Conducts occasional reviews and examination of buildings in the field
- Supports the Deputy Director, Building Approvals with research, report writing, and technical bulletins
- Serves as the technical resource for the management team on specific issues as well as overall policy, process and procedures
- Prepare policy on technical findings and business cases for departmental activities
- Performing research on technical and code matters keeping the department current on expert knowledge and providing written communication in reports and bulletins
- Authorizes Building Permit Issuance (compliance with applicable codes)
- Other duties/responsibilities as assigned

Specific Duties and Responsibilities

The Code Engineer is responsible for the following:

Qualifications

Education and Experience:

- Bachelor’s degree in Engineering with a focus in structural, civil, and/or mechanical OR an Architecture degree is required
- Registered Professional with Engineers and Geoscientists of B.C. (EGBC) OR the Architectural Institute of B.C. (AIBC), holding either a P. Eng designation or Architect AIBC designation
- Preference will be given to candidates with a Certified Professional (CP) designation
- Considerable experience in plans examination and interpretation of the BC Building Code, Fire Protection Codes, NFPA standards, and other relevant codes and standards
- Preference will be given to candidates with fire protection engineering, mechanical engineering, sprinkler engineering, structural engineering, field review of life safety systems and/or building technology experience
- A minimum of 5 years of progressive work experience in a Code Engineer capacity, showing development in technical capability and responsibility for increasingly complex construction

- Municipal experience is considered an asset
- An equivalent combination of training and experience may be considered

Knowledge, Skills and Abilities

- Independent thinker
- Strong organizational, leadership and mentoring skills
- Superior verbal and written communications skills to deal effectively with the public and design professionals in person and via phone and e-communications
- Excellent technical report writing skills
- The ability to enforce codes, regulations and bylaws with tact, firmness and sound judgement
- Extensive knowledge of the B.C. Building and Fire Codes and industry standards (NFPA, CSA, ASTM)
- Considerable experience and knowledge of building design, building materials and construction
- Project management of multi-disciplinary projects
- Experience in fire protection measures for high buildings
- A valid Class 5 Driver's Licence for the Province of British Columbia is an asset

Working Conditions:

This is a regular, full-time exempt position. Duties are primarily performed in an office environment. Since this is a position that reviews applications for permit, engagement with the public is required. There is expectation for an ability to work collaboratively with applicants through potentially challenging situations with consultants, and applicants. This position is eligible for participation in the City's Compressed Day Off program. Where operationally appropriate and subject to change, the City of New Westminster has a Flexible Work Program. This program allows staff to work remotely 5 days every 2 week from locations that are a daily commutable distance from their work at a City worksite. At this time this position is eligible to be part of the Flexible Work Program.

Please apply with your cover letter and resume in one document at www.newwestcity.ca/employment by **November 6, 2026**.

We offer our employees great work-life balance, including competitive salaries, comprehensive health and wellness benefits and retirement plans (a percentage in lieu of benefits for auxiliary positions). We also offer a hybrid remote work schedule in accordance with our Remote Work Policy, opportunities for education and training, and engaging, rewarding work.

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.

We are learning and building relationships with the people whose lands we are on.

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*