



THE CORPORATION OF THE CITY OF NORTH VANCOUVER
ASSISTANT PLAN CHECKER 1
Temporary Full-Time

The Community Services Department – Building Division is currently recruiting for a temporary full-time Assistant Plan Checker 1 for approximately 2 years.

You will be responsible for the plan review of sign bylaws, residential dwellings, secondary suites and ancillary structures, to ensure compliance with the provincial building code and municipal bylaws. You will conduct zoning checks for business licenses, coordinate compliance letters, and provide planning and zoning support at the front counter. You will also review applications for compliance with both the Building Code and Zoning Bylaw. You will provide information, interpretation and assistance to home owners, contractors and the general public on permit applications, by-law requirements, related regulations and codes.

You will possess a Diploma of Technology in Building or of Applied Planning or related discipline, plus related experience in municipal planning or plan checking and/or in the building construction industry. Thorough knowledge of related bylaws, acts, and regulations; the ability to read plans, surveys, and related material and a Class 5 B.C. Driver's License are also required. Computer literacy in MS Excel and MS Word will be considered an asset.

For temporary full-time positions of eight (8) months or longer, a City employee who is successful on the posting will have the right to revert to their former position.

Salary:

\$32.29 to \$38.02 per hour
(Pay Grade 22 – January 2017 rates)

Hours of Work:

The City of North Vancouver currently works on a compressed work schedule of 8:30 a.m. to 5:00 p.m., Monday to Friday, with one scheduled day off (Monday or Friday) approximately each three-week scheduling cycle.

Apply on-line through the Career Portal at www.cnv.org **prior to 5.00 p.m., November 30, 2017.**

Thank you for your interest in the City of North Vancouver.

Posting: 2017-0114

November 10, 2017