

Job Title: Licensing and Property Use Inspector  
Employment Type: Full-time Temporary  
Location: Penticton, BC, CA  
Apply URL: <https://penticton.prevueaps.ca/jobs/9831.html>  
Job Description:

The City of Penticton's Building & Licensing Department is in search of a highly organized and energetic individual for the temporary position (6 months) of Licensing and Property Use Inspector. The Building and Licensing department helps to ensure that buildings are safe and that there are consistent standards for construction and development in Penticton. This department also uses licensing and other regulations to guide where various types of businesses may operate, and some specialized uses such as liquor licensing. The Building and Licensing department interacts regularly with residents, local businesses and other stakeholders, and provides information and education on how to meet the City's and provincial regulations, and the department enforces these requirements as needed.

Reporting to the Building & Permitting Manager, the Licensing and Property Use Inspector performs skilled work of a complex nature under the limited supervision related land use bylaw enforcement, property request information searches and Business Licence reviews. The incumbent serves as liaison to industrial, commercial, institutional, agricultural and residential customers and other external agencies and is required to exercise considerable tact and diplomacy.

Key Responsibilities:

Provide excellent customer service in the explanation of regulations and procedures to members of the public, business representatives, or business owners and contractors.

Inspects business and trades operations to ensure that they are properly licensed and operate in accordance with appropriate bylaws

Interprets, gathers evidence and enforces applicable land use bylaws

Coordinates & liaises with City departments and provincial ministries in the investigation and inspection of premises.

Required Qualifications:

Bylaw Officer 01 Certification (Level 01 & 02 preferred)

Be fluent in an array of Provincial and Municipal Legislations related to enforcement procedures

Knowledge of Zoning regulations, Building Code practices, and health requirements.

Exemplary communication skills including conflict management, interpersonal and problem solving

Proficiency in computer software

Valid BC Class 5 Driver's License

If you are seeking a challenging opportunity and possess the above mentioned qualifications, we would love to hear from you! We welcome your cover letter and resume by November 4, 2019.

Position type:

Full-time Temporary (6 month assignment, 35 hours per week)

Wage:

\$34.19 - \$37.98 per hour (Pay Grade 13, CUPE)

Benefits:

Additional 14.75% in lieu of benefits and vacation

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