

*The Town of Ladysmith provides its employees the opportunity to make a positive and meaningful impact on the daily lives of the public we serve. Are you looking for a dynamic and interesting career? The Town of Ladysmith is seeking a self-motivated professional for our Building & Bylaw Department.*

PERMANENT FULL TIME  
BUILDING TECHNOLOGIST  
Competition #2022-21

<b>Department:</b>	Infrastructure Services; Building & Bylaw
<b>Duties:</b>	See attached Job Description
<b>Required Qualifications:</b>	See attached Job Description
<b>Rate of Pay:</b>	Band 11 - \$34.18 per hour (Subject to Job Evaluation)
<b>Hours of Work:</b>	40 hours per week
<b>Conditions of Employment:</b>	Automatic wage deposit
<b>Union:</b>	Canadian Union of Public Employees (C.U.P.E.) Local 401
<b>Benefits:</b>	As per the Collective Agreement
<b>Reporting To:</b>	Senior Building Official

This job posting will remain open until 4:00 PM August 22, 2022. For further information please contact Ryan Bouma, Director of Infrastructure Services at 250.245.6440: [rbouma@ladysmith.ca](mailto:rbouma@ladysmith.ca)

If you are interested in applying for the position, send a detailed resume which notes your qualifications and experience relevant to the job description in a **WORD or PDF** format only to:

Trish McConnell, Manager of Human Resources  
City Hall, 410 Esplanade, PO Box 220  
Ladysmith, BC V9G 1A2  
Email: [hr@ladysmith.ca](mailto:hr@ladysmith.ca) ; Ph: 250.245.6412; Fax: 250.245.6411

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

**TITLE:** BUILDING TECHNOLOGIST  
**DEPARTMENT:** BUILDING AND BYLAW  
**DIVISION:** INFRASTRUCTURE SERVICES  
**CATEGORY:** UNION CUPE LOCAL 401  
**BAND:** 11 (New position, subject to Job Evaluation)

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### GENERAL ACCOUNTABILITY

Reporting to the Building Official, the Building Technologist is accountable for the provision of effective plan checking service to review new construction projects and alterations/additions to existing buildings/structures for compliance with the design and life safety standards of the municipality prior to issuing building permits. The Building Technologist will conduct reviews; coordinate the processing of applications through various Town departments; provide assistance to departmental staff in interpreting the BC Building Code, regulations and by-laws; clarify plan problem areas; complete the inspection of conventional buildings, monitor code compliance within complex buildings, and perform other related work as required.

The position requires frequent contact with building professionals, public and staff to request information, explain deficiencies, and provide general and technical information on building regulations.

### PRIMARY DUTIES AND ACCOUNTABILITIES

- Reviews and approves building plans and inspects and monitors buildings regulation under Part 9 of the BC Building Code for compliance with Building, Plumbing and Fire Codes and other Provincial legislations and local bylaws and permits.
- Liaises with other Town departments, including Fire, Bylaw Enforcement, Planning, and Engineering to ensure a coordinated and consistent application of the Town's bylaws, regulations, and processes.
- Reviews site plans, site grading and drainage, and service connections to ensure conformance with municipal standards.
- Completes checking processes.
- Processes building and plumbing permits, and performs field inspections related to compliance with BC Building and Plumbing Codes, local government bylaws, regulations and design guidelines.
- Assists with preparing reports regarding enforcement on non-compliance.
- Monitors illegal construction and / or applicable bylaw infractions and takes appropriate action to rectify.
- Researches and responds to public inquiries regarding building inspection services including technical information, procedure, interpretation of codes and bylaws and inspection calls.
- Works with other staff to fill information requests, permits, and licenses of various types.
- Maintains up-to-date knowledge of building technology and associated regulations and ensures that required certifications are current.
- Prepares and maintains departmental records, files, reports, correspondence and documentation as required.
- Performs all duties in accordance with Worksafe BC safety regulations and Town of Ladysmith policies and procedures.
- Performs other related duties, as required.

## **REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITY**

1. Minimum grade 12 education, possession of an interprovincial trades qualification in carpentry or plumbing, or a 2 year Diploma from a recognized technical institute in building technology, level I plumbing certification and level II building certification with the Building Officials' Association of BC, and a minimum of 3 years' relevant experience. An equivalent combination of education and experience may be considered.
2. Member in good standing with the Building Officials' Association of BC.
3. A demonstrated comprehensive understanding and knowledge of the BC Building Code, Plumbing Code, and Fire Code.
4. A demonstrated understanding of the statutory duties of the Building Inspector under the Community Charter.
5. Demonstrated ability to interpret and apply local government regulatory bylaws and permits.
6. Demonstrated ability to check plans and specifications and inspect ongoing construction under Part 9 of the BC Building Code to ensure compliance.
7. Considerable knowledge of building construction methods and materials; including sprinkler systems.
8. Demonstrated ability to read and interpret building plans, maps, legal descriptions, rights of way, easements and covenants.
9. Demonstrated intermediate ability in the use of computer applications including the Microsoft Office suite.
10. Demonstrated understanding of geotechnical matters related to building safety.
11. Valid B.C. Driver's Licence – Class 5.
12. Demonstrates attention to accuracy, completeness and timeliness in tasks, approaching work in a disciplined and orderly fashion.
13. Demonstrated initiative with minimum direction; completing tasks by removing barriers and locating necessary resources.
14. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
15. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
16. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
17. Demonstrates valuing diversity.