

Building Official (Level I or II)

Full-time Term (up to six months)

The Comox Valley is an attractive geographic location, rich in rural agriculture, vibrant urban development, meandering coastline and dramatic mountains. There are spectacular outdoor activities available throughout the region, offering unlimited possibilities to current and prospective residents.

At the Comox Valley Regional District (CVRD) we work collaboratively, continually look toward the future and strive to be the change we wish to see in our communities. Our values coupled with a commitment to leadership excellence and a resolute focus on serving the residents of the Comox Valley, help to create an organizational culture that's second to none. What we do goes beyond work, offering our employees the support to achieve and maintain a healthy balance between work and lifestyle. Working with the CVRD is a plus for everyone.

We are accepting applications for a **Building Official Level I or II** to join our Planning and Development Services team on a full-time term basis, for up to six months. The Building Official conducts inspections of buildings to ensure compliance with the building bylaw, the building code, and other enactments; issues permits and assists the public with building, permit, and inspection matters. Reporting to the Manager of Building Inspection Services, the primary responsibilities of this role include:

- Inspecting building projects and buildings for which a permit has been issued to determine compliance to the building bylaw, the building code, and other enactments respecting safety.
- Discussing construction matters with owners, designers, and contractors, and advising of deficiencies. Ensuring deficiencies are corrected and where required, determining appropriate enforcement actions including issuing stop work orders.
- Reviewing documents including plans, drawings, certificates, and reports received from customers, lawyers, engineers, and other building industry professionals to ensure compliance to the building bylaw, the building code, and other enactments respecting safety.
- Keeping accurate manual and electronic records of inspections, deficiencies, and enforcement actions, and preparing related reports as required.
- Assisting customers at the building inspection counter and responding to telephone enquiries; explaining bylaws, policies and procedures and responding to complaints about building, permit, and inspection issues.

Our ideal candidate is:

- A strong communicator with the ability to exercise sound judgement and resolve conflict when required
- Safety-conscious with a demonstrated commitment to safe work practices
- Detail oriented with the ability to keep accurate and complete records

- Educated in Building Construction Technology at the post-secondary level (diploma or equivalent, such as Trades certification in Carpentry)
- Certified with BOABC (Level 1) or eligible for certification within six months of hire with a Valid BC Class 5 Driver's license
- **For Level I:** Certified with POABC Plumbing Level 1 (preferred)
- **For Level II:** Certified with BOABC (Level 2) and POABC (Level 1) or eligible for certification within six months of hire with a Valid BC Class 5 Driver's license
- Other preferred certifications include: Bylaw Enforcement Course (Level 1), TECA Ventilation, AWWA Cross Connection Control, WETBC Code Compliance
- Experienced in the building construction industry with over five up to six years of related experience, including knowledge of the BC Building Code, building bylaws, standard practices, methods, materials, tools and equipment

This is a CUPE Local 556 position. To review the complete job description and to apply go to www.comoxvalleyrd.ca/jobs.

The closing date for this position is August 25, 2022 at 3:00 pm. Applications for available positions with the CVRD must be received prior to the indicated closing date and time. We appreciate all applications; however, only short-listed candidates will be contacted.

The CVRD acknowledges the unceded, traditional territory of the K'ómoks First Nation on which we live, work and play.

The Comox Valley Regional District is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all individuals.