



BUILDING OFFICIAL III

West Kelowna is a thriving city that has a rural sophistication appeal and is a haven for outdoor recreation. Sun-soaked lakeshores, agricultural charm, and access to urban jobs and living have made West Kelowna the place to be. We maintain a deep connection with our agricultural roots and we celebrate the one-of-a-kind character of our community. We offer competitive salaries, excellent benefits, numerous employee wellness incentives, an earned time off program and professional development opportunities. Build your future with a City who was proudly presented the 2023 BC Municipal Safety Association Organizational Safety Excellence Award for leadership, dedication, and diligence in creating a safer and healthier workplace.

Summarized Position Responsibilities:

The City of West Kelowna is looking for an experienced and customer service focused individual to join our Building team on a full-time basis. We are looking to hire a Level III Building Official, however if you are in the BOIT program or have a Level II BOABC certification and you are close to be certified as a Level III your application will be considered.

In this position, your responsibilities will be to review building permit and business license applications for compliance to building and zoning bylaws, B.C. Building and Plumbing Codes and related regulations. Your role will also include plan examinations, issuing building permits and discussing construction alterations and repairs with homeowners, contractors and consultants. Your success at this position will be based on a thorough knowledge of building construction methods and the ability to read and interpret plans to provide technical advice for a wide variety of building projects. The ability to communicate verbally and in written form daily will reinforce your customer service skills.

Our Ideal Candidate:

- Building Officials Association of B.C. Level III and Plumbing Officials Association of B.C. Level I, or equivalent combination of education and experience
- Journeyman Level Certification in one or more acceptable construction trade or Civil and Structural Engineering Diploma or equivalent
- A minimum of 5 years experience in a related position
- Valid Class 5 B.C. Drivers License
- Current Police Information Check
- Excellent communication and interpersonal skills
- Ability to exercise courtesy, tact and diplomacy in sensitive or difficult situations

Applications are accepted online at westkelownacity.ca/jobs. We thank all applicants for their interest; however only those selected for further consideration will be contacted. We will be contacting applicants who meet our requirements as applications are received and this posting may close ahead of the official closing date if a successful candidate is identified.

Competition No. 24-13E

Full Time – Permanent | 40 hrs/wk | 2023 rate - \$44.38/hr (\$92,310)

Benefits | Municipal Pension Plan | Earned Time Off Program