



Building Official - Plan Reviewer 3

Competition # 24-063
Status: Regular Full Time - CUPE
Department: Building Services
Salary: \$40.13 - \$47.38 per hour
Closing: April 7, 2024

Come grow with The City of Maple Ridge! Are you a team player with a "can do attitude", excellent communication and customer service skills? We have the perfect opportunity for you!

POSITION OVERVIEW

This role as a Building Official - Plan Reviewer 3 with the City of Maple Ridge involves specialized technical and administrative duties centered around reviewing plans and specifications for buildings regulated under Part 3 of the BC Building Code, as well as relevant codes, acts, bylaws, standards, and regulations. The primary focus is on larger and more complex structures, including hospitals, schools, assembly, and high-rise residential and mixed-use buildings. As an incumbent in this position, you will provide crucial technical information and assistance to property owners, contractors, engineers, architects, and other municipal staff regarding application matters. This includes engaging in discussions about plans, proposed projects, and non-conformance issues, offering clarification on problem areas, and actively contributing to solutions for areas of non-compliance.

Your responsibilities extend to interpreting and explaining codes, bylaws, and regulations, with a key role in making recommendations for revisions. Additionally, you will play a vital part in coordinating the processing of building permit applications through City departments, while also assisting at the Plan Reviewer 1 and 2 levels. The role requires a high level of autonomy, exercising considerable independent judgment in the technical aspects of the work and the interpretation of the Code and regulations. Complex or policy-related matters are discussed with a superior, who also reviews performance based on the quality and consistency of the service provided to the department and external clients.

This position provides an opportunity to make a significant impact through your expertise and dedication to maintaining compliance with building codes and regulations. If you are a seasoned professional ready to take on this challenging role, we encourage you to apply.

EDUCATION AND EXPERIENCE

Completion of Grade 12, supplemented by a Certificate in Building Technology from an Institute of Technology, graduation with a Diploma in Building Technology preferred, plus considerable related experience in the building construction industry, design industry, or municipal field, preferably as a Plan Reviewer; or an equivalent combination of training and experience.

KNOWLEDGE, SKILLS, AND ABILITIES

- Thorough knowledge of the applicable sections of the BC Building Code, applicable bylaws, acts, codes, standards and regulations and departmental policies and procedures.
- Considerable knowledge of building construction and materials.
- Working knowledge of the British Columbia Fire Code and Fire Services Act.
- Ability to read plans and drawings, to interpret and apply the BC Building Code and City regulations and bylaws and to suggest corrections and changes where required.
- Ability to interpret and apply the BC Building Code, Bylaws, regulations, and City planning guidelines and policies and to effectively explain same to a variety of internal and external customers.
- Ability to coordinate the processing of applications through relevant City departments to ensure the timely completion of same and to liaise with said departments to facilitate same.
- Ability to deal effectively with owners, contractors, tradesmen, engineers, architects and others and to use sound judgement in impartially, tactfully and firmly enforcing bylaws, standards and regulations related to building construction.
- Ability to demonstrate strong interpersonal and communications skills and to facilitate, mediate, network, research, analyze and resolve issues.
- Ability to liaise with City inspection staff and contractors during building construction regarding Code interpretations, substitutability and equivalency of building materials.
- Ability to participate in the review of policies and bylaws.
- Ability to assist inspection staff on project sites as required.
- Ability to prepare reports, records and correspondence related to the work in accordance with City record management protocol.
- Ability to work with data management systems and related computer programs.
- Ability to perform work at a Plan Reviewer 1, 2 and 3 level.

LICENCES AND CERTIFICATES

- BOABC Level 3 Qualification.
- Registration as a Building Official with the BOABC.
- Valid Class 5 driver's license valid in the Province of British Columbia

EQUITY STATEMENT

At the City of Maple Ridge, we are dedicated to cultivating an inclusive culture that actively values and embraces diversity. We strive to attract and retain a talented, diverse workforce that is broadly reflective of the community we proudly serve. Accommodations are available on request for candidates taking part in all aspects of the selection process by contacting hrenquires@mapleridge.ca.

WHAT WE OFFER YOU

The City of Maple Ridge is a great place to work with competitive compensation packages that include the Municipal Pension Plan, a strong employee wellness program and the opportunity for professional career growth and professional development. If you want to help shape a growing community in a municipality that strives for service excellence, then this is the position for you.

We thank all applicants for their interest, however, only those under consideration will be contacted.