



BUILD A CITY. BUILD A FUTURE.



Residential Plan Review Section Manager

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey*

SCOPE

Reporting to the Director, Building Division, the Residential Plan Review Section Manager will manage all aspects of residential plan review to issue Building Permits, as well as addressing/facilitating solutions to building code issues arising through concerns raised by the public, non-permitted work investigations, and by-law officer inspections.

EMPLOYMENT STATUS

Exempt - Regular Full-Time

RESPONSIBILITIES

- Manage the delivery of services associated with the Residential Plan Review Section and that the services maintain substantial compliance with city development permits, city bylaws and safety codes, and promotes developer and public confidence and facilitates solutions.
- Section Management includes workload distribution, workforce planning, supporting Professional Development initiatives, ensuring staff have necessary support from a safety and labour relations perspective.
- Reviewing and revising By-laws, policies, practices and procedures to reflect new technologies and demands.
- Representing the City in regional and provincial discussions associated with changes to Codes provincial legislation.
- Coordination with other initiatives within the City such as Surrey Excels, guaranteed timelines initiatives, process digitization.

QUALIFICATIONS

- A Degree in engineering or architecture, or be a Registered Building Official (RBO) with a diploma/red seal certificate accompanied with professional experience.
- Minimum 7 years experience in building design and construction; and a minimum of 5 years of supervisory experience
- Experience in Municipal regulatory and plan review environment is an asset.
- An equivalent combination of education, training, and experience may also be considered.
- Professional designation as a Professional Engineer, Registered Architect, or Registered Building Official.
- Extensive knowledge of provincial building construction legislation and regulations, including the BC Building Code, and supporting Municipal By-laws (zoning, plumbing, building, plumbing, water, sewer, drainage). Experience in building design and/or construction.
- Experience managing a group of designers and/or technical staff and ensuring continued service delivery and continued competency training for staff.
- Experience developing new by-laws, policies, practices and procedures.

ADDITIONAL INFORMATION

Pay Range: \$130, 501 – \$153, 530.

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 5800