

## **Manager, Building & Bylaws**

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The City of Port Moody is seeking a new Manager, Building & Bylaws to oversee our team of Building Officials and Bylaw Officers.

The Manager of Building & Bylaws is responsible for the administration and management of the building and bylaw sections to provide timely service to City customers while enforcing all regulatory Municipal bylaws and relative Provincial Statutes.

This position will ensure plan review and building inspections for all construction within the City are in compliance with the Building Code and City bylaws. The Manager of Building & Bylaw will also oversee accurate and compliant bylaw enforcement services within the City. This position will draft bylaws and revisions, monitor budget, and manage department staff. The Manager will represent the City on committees, before Council, the public and act as a technical advisor, and will prepare department and Council reports.

### Basic Qualifications:

- Completion of a four year trades apprenticeship or completion of a Bachelor's degree in Architecture, Engineering or similar
- Level 3 certification with R.B.O designation from the Building Officials Association of BC
- Bylaw Enforcement Training
- Ten years of related experience in a trade, including at least two years working with Municipal bylaws and at least five years of Building section responsibilities
- Extensive experience in a wide variety of work areas and appropriate related technical knowledge and training to provide leadership in these areas
- Experience hiring, supervising, coaching and training staff

The City of Port Moody strives to be an employer of choice and offers an excellent benefits package as well as professional development opportunities.

Please note that employment with the City of Port Moody is subject to the receipt of a satisfactory police records search and a satisfactory driver's abstract.