



JOB OPPORTUNITY BULLETIN

Assistant Manager of Building and Licensing

Regular Full-Time

Competition #24-50

Langley City is a community of 33,000 people positioned in the rapidly growing area of Metro Vancouver. It has a vibrant community spirit and an inspiring vision of being “The Place To Be” now and in the future. Langley City has all the amenities of any urban centre in very close proximity: great shopping, 300 acres of parks, world-class educational institutions, and entertainment facilities.

As a result of a retirement, the City of Langley is seeking an Assistant Manager of Building and Licensing, an opportunity to join a progressive and well-led organization.

Reporting to the Manager of Building and Licensing, the Assistant Manager of Building and Licensing is responsible for supervising and participating in the work of the Permit Services, Inspection Services and Business Licensing functions. The successful candidate will supervise the permit application process and operations relating to the inspection of buildings and property to ensure compliance with applicable drawings, Codes, Bylaws, and regulations. Additionally, the successful candidate will coordinate and supervise work related to the Board of Variance, ensure the proper investigation of Bylaw and Building Code violations and will provide interpretations of City building and zoning regulations, building permit processing and related matters to the public and other Departments. The Assistant Manager is also responsible to develop training for inspection staff to ensure business license applications are processed in accordance with existing building regulations, as well as supervision of the Plan Checker/Inspectors.

Your inclusive and supportive leadership approach, communication, interpersonal and customer service skills are integral to working collaboratively with the team, and key stakeholders delivering results and innovative solutions that support Council priorities and community growth. Your previous accomplishments demonstrate your ability to pro-actively identify issues, navigate contentious situations effectively and to continuously seek improvement and/or efficiencies.

Graduation from a program at an Institute of Technology in building technology or trades qualification combined with at least 8 years’ work experience and BOABC Level 1 Plumbing Official Designation or the ability to obtain Level 1 certification within 2 years of employment is desired. Applicants must have a current and valid Building Official Level 3 qualification from BOABC and be registered as a Building Official in the Province of British Columbia. A valid Class 5 Driver’s License for the Province of British Columbia is also required. Further details of the position and its requirements can be found in the job description at www.langleycity.ca/careers.

A competitive salary range of \$123,556 – \$135,013 commensurate with experience and an excellent benefits package is offered with this Exempt role.

If you would like to join a team committed to building a vibrant, healthy, and safe community we invite you to apply by **November 26, 2024**. (Please note that the City may begin interviewing ahead of the closing date.) Please visit www.langleycity.ca/careers for information on how to submit your application.

Langley City appreciates the interest of all applicants. Only those under consideration will be contacted.

The City has a Covid 19 vaccination policy that is currently suspended. However, should the policy be reinstated, it will be a requirement for all current and future employees.