

BUILDING OFFICIAL
REGULAR FULL TIME
JOB POSTING



Position Overview

The Village of Anmore, located within Metro Vancouver, is inviting applications for the position of Building Official. Based at our newly constructed civic building, the Building Official will be responsible for building inspections and plan evaluations for the Village.

Key Responsibilities:

- Performs building inspections and plan evaluations;
- Review of proposed building designs, materials and devices for compliance with Village bylaws and related regulations and codes;
- Process, accept and reject proposed building construction plans;
- Prepare a listing of non-conforming issues and discuss them with permit applicants;
- Provide information services to the public on technical, regulatory and Building & Plumbing Code requirements, including relevant Village bylaws;

Knowledge, Abilities, and Skills

- Construction experience and/or trade qualification (Building or Plumbing) or building technology diploma (asset)
- Relevant experience in building/plumbing inspection and plan checking and/or experience in the construction industry with preference given to related experience in municipal government
- Sound knowledge of residential and commercial construction methods and the BC Building and Plumbing Codes ;
- Ability to effectively read and interpret construction drawings;
- Knowledge of and experience with municipal operations;
- Proficient with computers and MS Office suite;
- Ability to demonstrate excellence in customer service, conflict resolution, and use a balanced approach and mature judgment in decision making.

Qualifications:

- Minimum BOABC Level 1 qualification (required)
- POABC Level 1 qualification or ability to obtain within first year of employment
- Valid Class 5 BC driver's license (Satisfactory drivers abstract required as condition of employment)

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What we offer:

The hourly salary range offered for this position is \$52.09 – 58.63 (2025 rates). Additionally, the Village of Anmore offers an excellent benefits package and attractive incentives.

Applicants are invited to submit a covering letter and resume to Karen Elrick, CAO via email to karen.elrick@anmore.com.

This opportunity is open for receipt of applications until the position is filled. Applicants will be considered for interview as received.

We thank all applicants for their interest, however, only those candidates selected for an interview will be contacted.