

**THE CORPORATION OF THE COUNTY OF PRINCE EDWARD
JOB OPPORTUNITY
ENGINEERING, DEVELOPMENT & WORKS
CERTIFIED BUILDING CODE OFFICIAL (CBCO)
FILE #: 2019 - 6**

The County of Prince Edward is an island community on the shores of Lake Ontario with a proud United Empire Loyalist heritage. Boasting beautiful beaches and a unique rural landscape, the County offers serene country living. Our strong agricultural roots, thriving tourism attractions, renowned regional cuisine, and growing wine industry combine to offer a unique and unmatched quality of life.

The Human Resources Department is currently accepting applications for the position of **Certified Building Code Official (CBCO)**. Reporting to the Chief Building Official/By-Law Enforcement Officer, this position will be responsible to enforce provincial legislative and regulatory standards, review plans and perform necessary on-site inspections as set out in the *Ontario Building Code* and other applicable Provincial / Municipal Acts and By-laws.

The ideal candidate will possess the following qualifications:

- Minimum Grade 12 diploma with post-secondary education in Building Technology, Police Foundations, Justice Studies or related program
- CBCO Certified; Provincial Certified Building Official with a minimum of Small Buildings, Building Services, Plumbing House and on-site Sewage Inspector
- 3 years' of work related experience; municipal experience preferred
- Proven knowledge of the *Ontario Building Code* and related codes, legislations, acts and by-laws.
- Strong organizational and time management skills with the ability to multi-task and manage competing priorities with strong attention to detail
- Detail orientated with the ability to read and understand technical documents and clearly interpret and relay details
- Excellent interpersonal, communication and customer service skills with the ability to exercise tact, diplomacy and good judgment at all times
- Proficiency in Microsoft Office applications web applications, and other related software
- Valid Class 'G' drivers licence
- Satisfactory Criminal Background check

The current salary range for this full-time position is \$29.79 to \$31.25 per hour, as per Band 11 of CUPE Local 2275's Collective Agreement. Compensation also includes a comprehensive benefit package and membership in OMERS. Please direct your cover letter and resume prior to **4:00 pm February 11, 2019** to careers@pecounty.on.ca.

We thank all candidates for their interest, however, only those selected for an interview will be contacted. We are an equal opportunity employer and support applicants with disabilities. Accommodations are available upon request throughout the recruitment process. Please email your request or call (613) 476-2148 ext. 1042.

The personal information being collected will be used in accordance with *The Municipal Act* and *The Municipal Freedom of Information and Protection of Privacy Act* and shall only be used in the selection of a suitable candidate.