



Internal/External Posting

CASUAL RELIEF BUILDING INSPECTOR II TOWN HALL

The Town of Comox invites applications for the position of **Casual Building Inspector II**. This is an on-call Union position (CUPE Local 556) with a current rate of pay of \$47.09 per hour plus 12.8% in lieu of benefits including vacation and statutory holidays, sick leave and other paid leaves. The successful applicant will be required for vacation replacement, sick leave and extra shifts.

Reporting to the Director of Development Services, the Building Inspector II is responsible for the daily organization of duties in the Building Inspection department. This casual position is responsible for reviewing and approving plans and specifications to ensure requirements of the Building Code are met and that engineering aspects of buildings, signs and plumbing installations comply with requirements of municipal specifications and bylaws.

Typical Duties & Responsibilities include:

- Checking plans and applications for the construction of buildings submitted for the issuance of building permits;
- Reviewing applications to the department including Building, Plumbing, Sign, Demolition and Moving permits;
- Undertaking site assessments; and,
- Handling problems, complaints, and inquiries from the public and others, and providing information and technical assistance.

Required Knowledge & Skills:

- Graduation from a University or Institute of Technology with a degree/diploma in the Civil or Building discipline and/or extensive carpentry experience to a journeyman level;
- Building Officials Association of B.C. Level 3 certification or Level 2 with Level 3 certification within 3 years of hiring;
- Plumbing Officials Association of BC Level 1 certification;
- Ability to accurately read and interpret complex plans, specifications, engineered design, mathematical calculations and other data, and to compare them with construction in progress;
- Excellent interpersonal, written and oral communication skills, including the ability to establish and maintain effective working relationships with internal and external contacts and applicants;
- Excellent computer skills, including MS Office (Excel, Word, Outlook); and
- Valid B.C. Driver's License and clean driving abstract; and,
- Current clean criminal record check.

A complete job description is available at www.comox.ca/employment

Qualified applicants are invited to apply by email to jobs@comox.ca. Applications will be reviewed until the position is filled.

We wish to thank all applicants however only shortlisted candidates will be contacted.