



**The Corporation of the Municipality of Wawa
Employment Opportunity
Competition 2017-08
CHIEF BUILDING OFFICIAL INTERNSHIP OPPORTUNITY**



Located in picturesque North Algoma (220 kilometers north of Sault Ste Marie) in the Superior East Region and on the shores of Lake Superior the Municipality of Wawa seeks a motivated, proactive person to fill the position of Chief Building Official (CBO).

Major Responsibilities:

1. Oversee and manage the building permit process, including plans examination, issue permits in compliance with applicable laws, inspections and enforcement
2. Manage, monitor and administer the day-to day operations of the building permit process.
3. Manage, monitor and administer the Municipal By-law Enforcement programs.
4. Provide advice to Council and staff on the administration of the Ontario Building Code and the Municipal Zoning and Regulatory By-laws.
5. Research and prepare reports by working with the CAO to develop by-laws for Council consideration and make recommendations regarding policy initiatives related to regulatory by-laws and programs
6. Develop and administer the financial aspects of the position including budgeting and monitoring of operating and capital budgets. Oversee, approve and manage departmental expenditures.

Qualifications:

1. It is preferable that the incumbent hold the designation of Certified Building Code Official (CBCO), or an Engineering or Architectural Technician or Technologist certificate in good standing with their respective Association.
2. Minimum five (5) years of progressive, related and demonstrated experience preferred but not necessary.
3. Must be willing to successfully complete of the Ministry of Municipal Affairs and Housing examination program
4. Must have some knowledge of or be willing to learn the Building Code Act, Provincial Offences Act, Accessibility to Ontarians with Disabilities Act, and other legislation affecting municipalities.
5. Willingness to learn.
6. Bilingual (French / English) is an asset but not required

Salary Range: The 2017 Salary Range is \$67,675.03 - \$81,930.14. An excellent benefit package is also available

A detailed job description may be obtained by contacting the Human Resources Department at 856-2244 ext. 225 or by emailing humanresources@wawa.cc

The Municipality of Wawa is committed to providing accommodations throughout the hiring process. If you require an accommodation we will work with you to meet your needs. Qualified applicants are invited to submit cover letter and resume in confidence no later than **4:00 p.m. April 21, 2017** to:

Human Resources – Competition 2017-08

Municipality of Wawa
40 Broadway Avenue, Box 500
Wawa, Ontario P0S 1K0
email: humanresources@wawa.cc

We appreciate all applications, however, only those candidates invited for an interview will be acknowledged. Personal information contained in your resume is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used strictly for employment assessment purposes. The Corporation of the Municipality of Wawa is an equal opportunity employer who is committed to diversity in the workplace.

**Wawa**
Real algoma.