

CITY OF TERRACE



BUILDING/LICENCE OFFICIAL I

The City of Terrace is located in the pristine and beautiful Coast Mountains of Northwestern B.C. and is known for world class fishing and endless outdoor adventures. With a well-developed arts and culture community and recreation facilities, Terrace maintains a growing population of approximately 12,500 and services a regional population of 60,000. You will find an opportunity for employment with the City of Terrace attractive if you crave big city amenities without compromising your love of the outdoors.

Do you want to be part of the excitement underway in Northwest BC? We have the perfect opportunity available for a highly-motivated and collaborative individual to fill the position of Building/Licence Official I with the City of Terrace. If you are excited about working with a supportive and dynamic group of motivated individuals and you share our values of integrity, teamwork, and community - join us, today!

EXAMPLES OF WORK PERFORMED:

- 1. Review Part 9 building plans and specifications for compliance with Municipal building and zoning bylaws and regulations, B.C. Building, Plumbing and Fire Codes;*
- 2. Conduct on-site inspections of buildings under construction, additions and repairs to existing buildings, and water and sewer connections, for conformance to Municipal building and zoning regulations;*
- 3. Issue Building Permits;*
- 4. Issue Occupancy Permits;*
- 5. Assist in enforcing all relevant regulatory bylaws (e.g. Zoning, Mobile Home, Sewer and Water, and Signage Bylaws);*
- 6. Administer and enforce the Building Regulations Bylaw;*
- 7. Administer and enforce the Business Licence Bylaw;*
- 8. Administer and enforce the Cross Connection Control Program;*
- 9. Assist in preparation and maintenance of records and statistics;*
- 10. Assist in preparation of bylaws and resolutions regulating buildings, new construction and business licencing;*
- 11. Other duties, as required.*

MINIMUM TRAINING AND EXPERIENCE:

- 1. Secondary school graduation;*
- 2. Trades qualification or a Diploma in Building Technology from a recognized institution, and extensive building construction or related work experience;*
- 3. Eligibility for membership with the Building Officials Association of BC (BOABC);*
- 4. Completion of the Level I Building Official's course and exam. Preference will be given to applicant's with BOABC Level I certification;*
- 5. Ability to interpret and apply blueprints, drawings, specifications, standards and regulations;*
- 6. Knowledge of the BC Building Code, Municipal building bylaws and relevant legislation;*
- 7. Ability to work independently and to accomplish tasks and assignments;*
- 8. Ability to deal effectively with co-workers, contractors and the public;*
- 9. Good written and oral communication skills;*
- 10. Valid Class 5 B.C. Driver's Licence.*

This is a unionized position (CUPE Local 2012) with a 40-hour work week offering an excellent benefits package. The City of Terrace thanks all applicants for their interest but only those being considered for an interview will be contacted.

For a closer look at what our vibrant and diverse community has to offer you and information on what a move to Terrace would mean to you, check out our website at www.terrace.ca. If you are interested in joining our team please forward a cover letter and resume highlighting your qualifications referencing Posting #03-2018 to:

City of Terrace
3215 Eby Street
Terrace, B.C. V8G 2X8
Attention: Briana Pellegrino, Human Resources Manager
Phone: (250) 638-4723 Fax: (250) 638-4777
or e-mail bpellegrino@terrace.ca