



THE CORPORATION OF THE TOWNSHIP OF TAY REQUIRES A CHIEF BUILDING OFFICIAL

The Township of Tay is located in north Simcoe County on the beautiful shores of Severn Sound of Georgian Bay and is a rural and small urban municipality with a permanent population of 9,748.

Reporting to the Director of Planning and Development, the incumbent will be responsible for the overall administration and management of Building Services including supervision of the Building Inspector and Support Clerk. In addition they will carry out the statutory duties in accordance with the Ontario Building Code Act, Ontario Building Code and the Township's Building By-law.

The ideal candidate shall have the ability to deal effectively, courteously and tactfully with the general public, the building industry, elected officials and outside agencies. This position requires technical skills and competence in plan review, field inspections and records management, and knowledge of all applicable law, including the Occupational Health and Safety Act.

Qualifications

- ❑ Accreditation as C.B.C.O. or B.C.Q. by the OBOA.
- ❑ Five years of municipal experience
- ❑ The candidate shall have be certified by the Ministry of Municipal Affairs and Housing in the following Categories of Qualification under the Building Code: House, Small Buildings, Large Buildings, Plumbing All Buildings, Building Services, Building Structural and On-site Sewage Systems
- ❑ Valid Drivers License
- ❑ Basic Computer Skills (Windows, MS Office, etc.) and familiarity with Building Services software such as LandManager would be an asset.

This is a full time position with an attractive benefit package. A municipal vehicle is provided for the required municipal travel. Wage range for the position is \$52,634.40 to \$61,570.60.

A complete job description is available upon request and applicants are encouraged to obtain same prior to applying. A copy of the job description is available on the Township website (tay.township.on.ca) or by contacting the undersigned.

Applicants are requested to submit a detailed resume in confidence to the undersigned by **Friday, July 11th, 2008 at 4:00 p.m.**

Mara Burton,
Director of Planning and Development
Township of Tay
450 Park Street, P.O. Box 100
Victoria Harbour, ON L0K 2A0
Fax (705) 534-4493
mburton@tay.township.on.ca

We thank all applicants who apply, but only those candidates selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Act, R.S.O. 1990, c. M45 and in accordance with the Municipal Freedom of Information and Protection to Privacy Act and will only be used for the purposes of candidate selection.