

Plan Reviewer 2

DEPARTMENT:	Development Services	STATUS:	Regular, Fulltime
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours/week, Monday to Friday*	SALARY:	\$61,434 to \$72,447 annually

The City of New Westminster has earned a proud reputation for civic leadership, service delivery and outstanding employee relations. We offer our employees great work-life balance; competitive salaries and benefit plans (including pension); education and training opportunities; and challenging and rewarding work.

We are seeking a highly skilled, customer service focused and detail oriented individual who will review plans and specifications accompanying applications for multi-family, commercial and industrial building permits to ensure compliance with municipal bylaws, regulations and the Building Code; coordinate the processing of permit applications; and perform building inspections of minor structures.

Requirements include:

- Graduation from a technical institute in Building Technology or a related discipline, or completion of a recognized trades apprenticeship supplemented by the completion of Code related courses; and sound related experience in municipal plan checking and/or the building construction industry; or an equivalent combination of training and experience as deemed suitable by the employer.
- Certification (or eligibility for certification) as a BOABC Level 2, or equivalent.
- Considerable knowledge of the BC Building Code, building and zoning bylaws and departmental policies and procedures.
- Considerable knowledge of building construction practices, methods and materials as well as the preparation and use of plans and specifications related to building construction and of structural design.
- Demonstrated ability to read plans and drawings, understand technical data and to make recommendations and changes when required.
- Demonstrated ability to carry out stress and loading calculations on beams, footings and other structural components.
- Proven ability in employing contemporary service excellence principles when liaising with internal and external contacts such as builders, developers and residents.
- Strong organizational skills and the ability to manage multiple tasks in a fast-paced environment.
- Considerable knowledge of the operation of software applications and programs related to the work.
- Ability to exercise independent judgment and decision making skills.
- Valid BC Driver's License.

****This position participates in a Compressed Work Week Program.***

City Hall hours of operation are Monday, 8am to 7pm, and Tuesday to Friday, 8am to 5pm.

The successful candidate will be scheduled on Mondays from 10:30am to 7pm on a rotational basis.

To apply, please send your resume quoting **competition #17-72, by May 12th, 2017** to the Human Resources Department, City of New Westminster, 511 Royal Avenue, New Westminster BC V3L 1H9, Fax:(604)527-4619 or e-mail to hr@newwestcity.ca

We thank all applicants in advance; however, only those selected for an interview will be contacted.

The City of New Westminster is committed to employment equity.

We welcome diversity and encourage applications from all qualified individuals.