



Senior Building Inspector Manager of Building Inspection, Licensing and Bylaw Enforcement

Planning and Development Services

The Planning and Development Services Department is accepting applications for a Senior Building Inspector, Manager of Building Inspection, Licensing and Bylaw Enforcement. This is a permanent full-time Out of Scope position, under the supervision of the Director of Planning and Development. This position is responsible for managing the work done for the review, approval and inspection of all construction in the City, supervise a second Building Inspector position to augment the building inspection work activities of the City, and take actions necessary for effective follow through and compliance. This position also oversees the work of the Bylaw Services Officer in issuance of all business licensed and oversight of municipal lottery licenses, and performs work as the License Inspector as needed in the absence of the Bylaw Services Officer. In addition, this position oversees the enforcement activities performed by the Bylaw Services Officer and other Bylaw Enforcement Officers regarding all of the City's bylaws, and performs work as a Bylaw Enforcement Officer as needed.

Successful candidates will ideally have:

- A degree in Architectural or Engineering Technology, or a directly related field;
- At least 5 years of professional experience as a Building Inspection Officer 3;
- Be an active member of the Saskatchewan Building Officials Association or be a certified active member of an associated Building Official's Association in another province;
- Have a Saskatchewan provincial Building Inspector's License;
- Strong communication skills both verbal and written;
- Ability to effectively supervise, direct, motivate and evaluate employees;
- Ability to analyze problems/complaints from the public, identify options and alternatives to address issues and to effectively recommend a plan of action or solution;
- Competence in using Microsoft Office Suite and other software programs associated with record keeping, filing, correspondence etc;
- Ability to multi-task effectively and how to prioritize work expected of the position; and
- Must possess and maintain a valid Class 5 Saskatchewan Driver's License.

The City of Swift Current offers a competitive compensation package including a full employee benefit package.

Resume and applications should be submitted, no later than 4:00 p.m. on **Friday, June 21, 2013** to:

Human Resources
City of Swift Current
P.O. Box 340
Swift Current, SK S9H 3W1

Fax: (306) 778-2194
Email: hr@swiftcurrent.ca

*We wish to thank all candidates who apply,
however only those selected for interviews will be contacted.*