



City of
Kelowna

Careers

Permitting Supervisor

Help create Kelowna as *a City of the Future*. Our diverse and dynamic team strives to innovate to make things better, work as one team, serve proudly, and lead responsibly. The Permitting Supervisor is responsible for the direction and supervision of a multi-functional team in support of permits. The purpose is to monitor the compliance of the building permits process, issuance, and manage the daily operations and workload of the plan examiner team. The position will also support the development application process by examining and making recommendations on various types of land use applications from BC Building Code perspective (i.e.. DP, DVP, Rezoning).

You hold a bachelor's degree in Architecture or Engineering or a Red Seal Trade Certificate and have a Certification of Competency from the Building Official Association of British Columbia. You have post-secondary training in building technology or a comparable program and at least five years of building inspection, plan checking and managerial experience. You have extensive knowledge of Building Code, City of Kelowna Bylaws and regulations, construction materials, office procedures, construction methods, including computer software applications, and effective public relations practices.

Live, work and play in one of Canada's fastest growing cities. Kelowna boasts miles of lake access, public areas and outdoor recreation opportunities, a vibrant downtown and cultural scene, healthy and connected neighborhoods, and a world-renowned College and University. You're only a quick link to the world via the Kelowna International Airport.

Grow your career in an organization that supports employee work-life balance and career and professional development. This exempt position offers a salary range of \$102,100 to \$119,200 employer-paid comprehensive benefits, an earned day off program, paid vacation and one of Canada's top pension plans.

The City of Kelowna is committed to being an organization that values and reflects its community's diverse population, and to fostering an equitable, inclusive and progressive work environment where everyone can be their authentic self and feels a sense of belonging.

For further information or to apply, please check our website at www.kelowna.ca/careers

Applications must be received by the end of day **May 11th, 2025**.

Applicants not contacted within three weeks of the closing date are thanked for their interest.