



The Township of Otonabee-South Monaghan is a leader in the development and delivery of municipal services for the growth and well-being of our community. Nestled on the north shore of Rice Lake, Otonabee-South Monaghan is renowned for its farmland, fishing resorts and family friendly communities. Home to a population of approximately 7,000, OSM Township is a rural retreat of rolling hills and sparkling waters within Peterborough & the Kawarthas.

**THE CORPORATION OF THE TOWNSHIP OF OTONABEE-SOUTH MONAGHAN
Requires a Director of Building Services & Chief Building Official (CBO/SPCO)
Salary - \$88,626 - \$105,502 (2024)**

If you are an innovative person who works well in a team environment this full-time position may be for you. We need a dedicated, results-oriented person with solid communication and interpersonal skills.

This position is responsible for the management and leadership of the Building Service Department and performing the statutory requirements of the Chief Building Official, as required by the Building Code Act and Ontario Building Code, the National Farm Building Code, and a Site Plan Control Officer interpreting the Comprehensive Zoning By-Law and all other applicable laws as amended from time to time. The Chief Building Official will report directly to the CAO. Required Qualifications and Experience should include:

- Experience of 3-5 years in a municipal/building management position.
- University degree or Community College diploma in the Building Sciences, Architectural or Engineering Technology fields.
- Knowledge of Keystone Software.
- Certified Building Code Official (CBCO) designation.
- Member in good standing with the Ontario Building Officials Association (OBOA).
- Provincial qualifications and registration in the fields of the Ontario Building Code as required.
- Extensive knowledge of the Ontario Building Code Act, National Building Code Act, Zoning By-Law, and all applicable laws, both federal and provincial, as amended from time to time.
- Knowledge of construction techniques and best practices.
- Strong organizational, supervisory and time management skills.
- Ability to create and implement an annual monetary budget.
- Excellent communication, both written and verbal and public relations skills.
- Ability to manage electronic files and perform with minimal supervision.
- Retains a valid "G" Driver's License.

A detailed job description is available on our website at www.osmtownship.ca or upon request.

We offer a comprehensive benefit package. Salary will be negotiated based on qualifications and experience.

Application Process:

Qualified applicants are invited to submit a detailed resume, outlining qualifications, and related experience to the HR department **by email only to hr@osmtownship.ca** with “Application for Director of Building Services – CBO/SPCO” in the subject line by no later than **4:00 pm on Thursday, March 28, 2024.**

We thank all applicants who apply for this position but advise that only those applicants selected for an interview will be contacted.

In accordance with the Municipal Freedom of Information & Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 as amended and will be used for the purpose of candidate selection. The successful candidate will be required to provide a clean criminal records check prior to job offer.

The Township of Otonabee-South Monaghan is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. The Township of Otonabee-South Monaghan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs. If contacted for an employment opportunity, please advise if you require accommodation.