

THE WINNIPEG RIVER PLANNING DISTRICT (W.R.P.D.)

EMPLOYMENT OPPORTUNITY

A “Term” Full Time position with the Possibility of Full Time

for a

Building Inspector/Development Officer

The W.R.P.D. (comprised of the RM of Alexander and the Town of Powerview-Pine Falls) requires the services of a qualified *Building Inspector/Plumbing Inspector/Development Officer for a “term” position of a minimum of 8 months with an opportunity of full time.*

Under direction of the Board of The Winnipeg River Planning District, the Building Inspector/Development Officer will be responsible for:

- Issuance and administration of Building Permits (including the completion of all mandatory building and plumbing inspections as well as reporting and documenting deficiencies and the issuance of work orders where necessary) to ensure compliance with applicable codes and standards in Manitoba;
- The completion of reports pertaining to development within the jurisdiction.

REQUIREMENTS OF EMPLOYMENT:

- Red Seal Journeyman Carpentry Certification with no less than 3 years field experience;
- Currently hold a Valid Class 5 Driver’s License for a minimum of 24 months;
- Physically capable to perform the duties and functions of the job, ie: kneeling, standing, climbing stairs and ladders, entering confined spaces, etc.

PREFERRED QUALIFICATIONS:

- Completion of post-secondary education related to building construction and fire safety inspections. Preferably the completion of Parts 3 and 9 of Building Inspector Certification courses and Fire and Life Safety Inspector Certification courses offered by the Manitoba Emergency Services College;
- Demonstrated experience in conducting building and plumbing inspections;
- Demonstrated ability to read and interpret technical drawings, building plans, provincial statutes, agreements, by-laws, regulations and assure proper application;
- Strong and effective interpersonal, verbal and written communication skills and sound judgement;
- Ability to manage priorities within tight timeframes;
- Strong decision-making and problem-solving skills;
- Have proficiency in word processing, spreadsheets, email, record keeping and information management systems utilizing Microsoft and Quickbooks software.

Interested applicants are invited to submit a written application with a detailed resume, accompanied with a current driver’s extract, proof of qualifications, including three character/work related references by Thursday, April 8th, 2021 at 12:00 p.m. to:

W.R.P.D.

c/o Michele Stefaniuk, Secretary-Treasurer

Drop off: 1 Bouvier Trail, St. Georges MB (in the outside drop-box)
Mail: Box 70 St. Georges MB R0E 1V0
Email: w r p d @ r m a l e x a n d e r . c o m
Fax: 204 367-6166

We thank all who apply however, only those selected for further consideration will be contacted.