



BUILDING SAFETY CODES OFFICER

The Inspections Group Inc. provides compliance monitoring services in the building, electrical, plumbing and gas disciplines throughout Alberta. Currently, we are seeking a full time Building Safety Codes Officer – Residential Plan Reviewer to join our team.

Duties Include but not limited to:

- Examining plans, specifications and related technical documents
- Conduct field inspections of residential buildings in and around the Edmonton area to ensure conformance to regulations
- Responsible for enforcement under the Safety Codes Act, all related codes, bylaws and regulations
- Investigate complaints
- Liaise with contractors, homeowners and Municipal staff regarding permit status and infractions/deficiencies
- Complete all documentation required when issuing permits and conducting field inspections

Qualifications:

- Certification as a Residential Safety Codes Officer, minimum. Preference will be given to higher certification levels.
- Training in the Alberta safety codes system
- Must have a valid class 5 driver's license and provide recent drivers abstract

Skills/Knowledge:

- Make decisions impartially and quickly
- Interpret and enforce regulations impartially and tactfully
- Understand and execute oral and written instructions
- Write and interpret technical reports
- Use a computer/iPad to generate reports, letters and related documentation
- Prioritize workload efficiently by using organizational and time management skills
- Have the physical ability to work in all types of weather
- Maintain a level of physical fitness for safely navigating active construction sites

The ideal candidate must be professional, self-motivated, and possess the ability to work independently and in a team environment. Excellent organizational skills are a must. Preference will be given to higher levels of SCO certification and experience. Organizational fit will be paramount. The Inspections Group Inc. offers competitive wages, benefits and RRSP plan.

Please submit your resume to:

The Inspections Group Inc.

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300W, 14310 111th Avenue, Edmonton AB T5M 3Z7

Phone: 780 454 5048 • Fax: 780 454 5222 • Toll Free Phone: 1 866 554 5048 • Toll Free Fax: 1 866 454 5222

questions@inspectionsgroup.com www.inspectionsgroup.com

Industry Leaders in Compliance Monitoring



300 West Tower, Coronation Plaza
14310 111th Avenue NW
Edmonton, Alberta T5M 3Z7
PH:(780) 454-5048 FAX:(780) 454-5222
hr@inspectionsgroup.com

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