



PORTAGE LA PRAIRIE PLANNING DISTRICT

800 Saskatchewan Avenue West
Portage la Prairie, Manitoba R1N 0M8

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www.ptgplanningdistrict.ca



The Portage la Prairie Planning District is accepting applications for the following position:

Building Inspector Full time position

We are seeking a full-time building inspector to join our team! This position is full-time permanent Monday-Friday - 35 hours per week.

Responsibilities:

- Reviewing building plans for conformity with the requirements of the Manitoba Building Code, Plumbing Code, Building By-Law or any other relevant by-law or regulations.
- Issue permits such as building, plumbing, moving, occupancy, stop work orders, etc.
- Performing necessary inspections to ensure compliance with the Manitoba Building Code (building, occupancy and plumbing) and maintain inspection reports.
- Monitor and enforce the building and zoning by-laws for the respective municipalities.
- Planning Details/Issues
- Effectively communicate with contractors, stakeholders, city officials and general public etc.

Preferred candidates will contain the following qualifications:

- Completion of Grade 12 or equivalent.
- Manitoba Building Officials Association certification or willing and capable of obtaining building inspector certification.
- Building Construction trades certificate or equivalent years of experience.
- Knowledge of building construction and materials, related building codes and legislation.
- Knowledge of Development Plan, Zoning By-Laws, The Planning Act, The Municipal Act and FIPPA would be an asset.

Skills, Abilities and Other Requirements:

- Ability to meet deadlines and function well under pressure.
- Maintain confidentiality.
- Possess and maintain a valid class 5 driver's license.
- Knowledge and operation of computer software ie: excel, word, outlook, etc.
- Ability to work at heights, confined spaces, inclement weather and other obstacles.

Interested candidates are invited to submit a cover letter, resume, and wage expectation by **February 9th 2024 at 4:00 pm** to:

General Manager
800 Saskatchewan Avenue West
Portage la Prairie, MB. R1N 0M8
Attention: Grant Gessell
Email: ggessell@ptgplanningdistrict.ca

"We thank all who apply and advise that only those selected for an interview will be contacted."