

Electrical Safety Codes Officer II Job Number: 41687

As an Electrical Safety Codes Officer II, you will lead and mentor a team of Safety Codes Officers working towards ensuring a safe built environment for citizens.

With a focus on the City of Edmonton's Cultural Commitments to Safe, Helpful, Accountable, Integrated, and Excellent, you will:

- Conduct plans examination and review of permit applications for new electrical systems, changes or alterations to buildings and structures by assessment for compliance with bylaws, codes, regulations, and other municipal standards
- Inspection of buildings during construction, renovation, or alterations to ensure conformance with approved plans, requirements, Alberta Safety Codes Act, and Canadian Electrical Code
- Coach applicants to resolve issues related to a particular permit application and follow up on conditions and notices to ensure deficiencies are corrected
- Provide interpretations and information relating to the Canadian Electrical Code, bylaws, or other regulations to the contractors, designers, developers, or citizens
- Build relationships with builders, applicants, contractors, and other external stakeholders to enhance City reputation and service delivery
- Create and issue permits—including authority to withhold, suspend, revoke, and extend permits through existing processes; keep accurate records in POSSE
- Consult with or assist other municipal working units, adjacent disciplines and Service Centre Staff, provincial authorities, or associations on complex information
- Create reports or other correspondence detailing any questions or deficiencies found on site as well as actions taken and recommendations provided
- Attend and participate in safety meetings and environmental protection training
- Perform other related duties as required

Qualifications:

- Completion of Grade 12
- Electrical Engineering technologist diploma in a related field and 8 years of relevant experience in the building construction industry after obtaining the diploma OR Journeyman Electrician Certificate with 6 years experience after obtaining the Journeyman certificate OR an Electrical Engineering degree and 8 years of relevant experience in the building construction industry, at least one of which must be completed after obtaining that degree
- Registered as a Safety Codes Officer having satisfactorily completed training achieving certification as Electrical Group A with Safety Codes Council in the Province of Alberta
- Excellent knowledge of the Safety Codes Act, the Canadian Electrical Code, City Bylaws and related policies, procedures and regulations as they pertain to residential buildings. Must possess the ability to analyze and interpret legislation
- Demonstrated knowledge of standard methods, techniques, materials, tools, and equipment employed in the building construction trades with experience involving residential, part 9, and part 3 projects
- Ability to analyze and interpret simple plans or designs prepared by applicants, architects, and/or engineers
- Excellent written and verbal communication skills to interact with architects, engineers, developers, and educate citizens about Safety Codes interpretations, applications, and enforcement
- Demonstrated interpersonal skills to provide customer needs with professionalism and to work effectively on a team
- Strong decision making, organizational, and prioritization skills to manage multiple priorities and projects
- Proficient in the use of computers and software programs for data entry, plan review, and communication with customers
- Demonstrated ability to achieve results in the context of a respectful, inclusive, and service-minded style
- Embrace the Cultural Commitments of Safe, Helpful, Accountable, Integrated, and Excellent, and foster an environment that encourages others to do the same
- Demonstrate the key behaviours and attributes of the City's six leadership competencies: Courage, Inclusivity, Values-Based Influencer, Collaborative Networker, Systems Thinker, and Creative Innovator
- Valid Alberta Class 5 driver's licence (or provincial equivalent). Must arrange own transportation to be reimbursed in accordance with City of Edmonton policy. This may require business auto insurance
- Hire is dependent upon a Police Information Check including Vulnerable Sector check satisfactory to the City of Edmonton prior to starting in the position
- Applicants may be tested

The City of Edmonton is committed to inclusive, respectful, and equitable workplaces that represent the communities we serve. We continuously improve our systems, policies, and practices to remove barriers and ensure our employees, in all their diversity, can succeed. We value applicants with a diverse range of skills, experiences and competencies, and encourage you to apply. To learn more, see the Art of Inclusion: Our Diversity and Inclusion Framework here: <https://bit.ly/3hd2d95>.

The City of Edmonton strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please contact Employment@edmonton.ca.

COVID-19 Notice: The City of Edmonton has implemented a COVID-19 Vaccination Policy. Employees must be fully vaccinated against COVID-19 and provide proof of vaccination. Employees who cannot be fully vaccinated on the basis of a protected legal ground (e.g. medical, religious) may request an exemption. Please note that this policy applies to all employees—including new hires and volunteers. If your application is successful, you will be asked to provide proof of vaccination or request an exemption.

For more information, please refer to our COVID-19 Vaccination Policy (bit.ly/3IKwb6j) and COVID-19 Vaccination Procedure (bit.ly/39BICMt).

Up to 1 permanent, full-time position and 2 temporary, full-time positions for up to 11 months

Hours of Work: 40 hours per week

Salary: \$42,532 - \$53,452 (Hourly); \$88,806.820 - \$111,607.780 (Annually)

Talent Acquisition Consultant: VL/JB

Classification Title: Safety Codes Officer II

Posting Date: Oct 19, 2021

Closing Date: Nov 2, 2021 11:59:00 PM (MDT)

Number of Openings (up to): 3 - Permanent and Temporary Positions Full-time

Union: IBEW 1007

Department: Development Services

Work Location(s): 3rd Floor Edmonton Tower, 10111 104 Avenue Edmonton T5J 0J4