



Superior Safety Codes Inc. is an Authorized Accredited Agency with many years of experience in the Safety Codes Industry.

Our positive work environment is built on respect and integrity. We are the leaders within the Safety Codes Industry and are seeking highly skilled individuals to join our team in **Edmonton**.

**Position Description:** Under general supervision, the **Building Safety Codes Officer** will issue permits, inspect the construction, installation, operation, and maintenance of structures and the systems to ensure compliance with relevant codes, standards, and regulations. Also provides consultation and code advice to contractors and owners. The position is based in the **Edmonton** and some travel is required.

Primary responsibilities include but are not limited to:

- Examine plans, issue building permits, and inspect construction and mechanical systems for buildings - all uses & occupancies, ensuring compliance to the appropriate codes, policies and bylaws.
- Prepare permit conditions and notices to alert designers, contractors, and homeowners of deficiencies in the design or construction.
- Follow up on conditions and notices to ensure deficiencies are corrected.
- Keep accurate records of plans examinations and inspector's notices on the Permits Management System.
- Answer general enquiries on building permit and code related matters.
- Investigate non-permit complaints, take the necessary actions, and prepare reports on the action taken.
- Gather evidence and prepare files for prosecution and attend court as required.
- Perform other related duties as required.

**Qualifications:**

- Part 9 HVAC Residential from Safety Codes Council Certification (Alberta).

Superior offers excellent salaries combined with a comprehensive benefit package and company vehicle.

Please submit your letter of interest and/or resume to [rhajjar@superiorsafetycodes.com](mailto:rhajjar@superiorsafetycodes.com) .