



**RURAL PLANNING DISTRICT COMMISSION**  
**COMMISSION DU DISTRICT D'AMÉNAGEMENT RURALE**

[www.ruralplanning.ca](http://www.ruralplanning.ca)

The Rural Planning District Commission is seeking applications for a full-time Building Inspector/Development Officer for the St. Stephen office. The successful candidate will be trained at the Fredericton Office.

**Duties:** Reporting to the Senior Building Inspector / Development Officer, you must be organized, an effective communicator, team member, & focused on details. You will review plans & related documents, ensure compliance with NBC & Provincial Building Regulations, & provide recommendations regarding applications. Inspection duties include conducting building inspections for a variety of building types, both publicly & privately owned. You will liaise with contractors, engineers, architects, government departments, & property owners & provide technical guidance. You will analyze tentative subdivision plans & development applications, prepare applications to the Rural Planning District Commission board, approve for registration final subdivision plans, deeds, leases, exemptions, etc. This position requires extensive travel throughout the designated territory.

**Qualifications:** A Diploma in Architectural or Engineering Technology or related discipline or a Certified Trade, or the equivalent in education & experience & at least 3 years of building construction & / or inspection experience, able to complete the required NB Building Officials Association courses for certification as a Building Code Official, & have solid knowledge of related codes & regulations. You must have effective customer service skills & a valid driver's license with reliable transportation. Experience with Windows computer environment is required. Spoken & written competence in English is essential.

Salary will be based on education & experience. Applications must be received at the following address by February 17, 2012.

Att: Stephen McAlinden, Director  
Rural Planning District Commission  
212 Queen Street, Suite 404, Fredericton, NB E3B 1A8  
Email: [rpdc@ruralplanning.ca](mailto:rpdc@ruralplanning.ca)