

BUILDING OFFICIAL ROADMAP



**FOLLOW YOUR
PATHWAY TO
SUCCESS**

PATH A Obtain qualifications prior to applying for a Building Official position

Laying the Foundation

Obtain some or all qualifications prior to applying for a position within a Municipality

Next Step

Get hired by a Municipality with BCIN qualifications with practical field experience.

You Made It

You are now in a good position to immediately complete field inspections and/or complete plan reviews

Next Step

Get hired by a Municipality with BCIN qualifications with no practical field experience.

Building Official Field Inspections

Obtain practical experience through shadowing a qualified Building Official

Building Official Plans Examiner

You are qualified ready

You Made It

Once AHJ is satisfied with your practical experience obtained, independent field inspections can occur

PATH B

Internship Path with no or minimum qualifications

Getting Started

Legal BCIN Qualifications OR
No BCIN Qualifications

Next Step

Get hired by a Municipality

Internship Program

Enroll in OBOA's Internship Program

BCIN

Obtain BCIN Qualifications through internship program

Experience

Gain practical experience

Complete Internship Program

You Made It

Once AHJ is satisfied with your practical experience obtained, independent field inspections can occur

PATH C

Begin Your Career in a Building Administrative Role

Getting Started

Hired or working in the position of Building Administrator

Experience

Gaining valuable education in the role of Building Administrator on the front end process of permit applications, working with the public, picking up code knowledge, and knowledge of permit issuance.

Education

Begin taking courses and writing exams to obtain qualifications

Next Step

Obtain opportunities to shadow qualified Building Officials to get a better understanding of field work.

Take a new position as Junior Building Official and enroll in the Internship Program. Obtain Field Experience through shadowing qualified Building Officials.

Take a new position as Junior Building Official and obtain further qualifications through courses and exams. Obtain Field Experience through shadowing qualified Building Officials.

You Made It

Graduate to independent field inspector and/or plans examiner

PATH D

Begin Your Building Official Career as a Qualified Designer, Engineer or Architect

Prior Specialty

Qualified Designer, Engineer or Architect in the Public Sector

Getting Started

Get hired by a Municipality and obtain any additional required BCIN qualifications and field experience.

You Made It

Complete field inspections and / or plan reviews.

PATH E

Coming from the Construction Industry and Choosing a Second Career

Prior Specialty

Coming from the Construction Industry (E.g. Carpentry)

No BCIN Qualifications

Enroll into an Internship Program or obtain qualifications through courses and exams to become BCIN qualified.

Some BCIN Qualifications

Inspect and/or plan review in areas qualified and continue to add qualifications through courses and exams.

You Made It

Graduate to independent field inspector and/or plans examiner



OBOA

ONTARIO
BUILDING OFFICIALS
ASSOCIATION

BUILDING OFFICIAL CAREERS



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Entry Level

This role often involves customer service and technical administrative tasks like initial application review, front counter inquiries and inspection scheduling.

Housing & Small Buildings Plans Examiner / Building Inspector

Approves and/or inspects plans and onsite construction with limitations on scope of work. Often asked to assist or mentor entry level individuals.

Large Buildings Plans Examiner / Building Inspector

Works on large and complex buildings including large commercial, industrial and institutional projects and smaller intricate projects. Often asked to assist or mentor junior individuals.

Speciality Plans Examiner / Building Inspector

Specialized plans examiners and inspectors typically work in medium to large municipalities. Specialized focus on their area of expertise.

Chief Building Official & Deputy Chief Building Official

CBO's have good knowledge of the OBC and understands risk liability. Responsibilities include people and administrative supervision, government relations and advocacy, finance management, budgeting, reporting and more.