

Building Official

JOB ROLES

See what it takes to be a Building Official,
from entry level to senior management positions.

	WHO	WHAT
Entry Level	Individuals who are seeking Building Official qualifications and experience to progress in the profession.	This role often involves customer service, as well as technical administrative tasks like initial application review, front counter inquiries and inspection scheduling.
Housing and Small Buildings Plans Examiner / Building Inspector	Individuals with 1-2 years of experience who have demonstrated the knowledge and ability to review plans and conduct inspections on residential and small commercial or industrial projects.	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	Experienced individuals who have been in the Building Official profession for a number of years, and are qualified under a number of designations.	Works on large and complex buildings including large commercial, industrial and institutional projects and smaller intricate projects. Often asked to assist or mentor others who are junior to them.
Speciality Plans Examiner / Building Inspector	Individuals that carry specialized qualifications or designations (e.g. HVAC Inspector, Mechanical Inspector, Plumbing Inspector, Septic Inspector, etc).	Specialized plans examiners and inspectors typically work in medium to large size municipalities. Specialization enables the individual in this role to focus on their area of expertise.
Chief Building Official Deputy CBO	Senior level individuals who have demonstrated leadership, operational and technical abilities.	This senior Building Official has good knowledge of the Building Code, understands risk liability and has great communication and leadership skills. Responsibilities include people and administrative supervision, government relations and advocacy, finance management, budgeting, report writing and more.