

[Home](#) [Fire & Emergency](#) [Police](#)

[Transit](#) [Recreation](#) [FAQ's](#) [Sign In](#)

[⊕ Back](#)

[🔗 Share](#)

7492BR

**Payroll
Costing
Coordinator
(up to
18month
term)**

[⬅ Previous
Job](#)

7500BR

Construction Inspector

Job Posting

Halifax Regional Municipality is inviting applications for 3 permanent full-time positions of **Construction Inspector** for **Design and Construction, Public Works**. Halifax Regional Municipality (HRM) is committed to reflecting the community it serves and recognizing Diversity and Inclusion as one of the Municipality's core values. We have an Employment Equity Policy and we welcome applications from African Nova Scotians and Other Racially Visible Persons, Women in occupations or positions where they are underrepresented in the workforce, Indigenous/Aboriginal People, Persons with Disabilities and 2SLGBTQ+ Persons. Applicants are encouraged to self-identify on their electronic application.

The Construction Inspector is responsible for the daily co-ordination and direction of all contract administration and inspection services operations within his/her designated area of Construction Services, to ensure projects are implemented and completed on schedule, within budget, and meets the quality control objectives of the design and specifications.

DUTIES AND RESPONSIBILITIES:

- Co-ordinates and participates in the daily quality and quantity control inspection operations of municipal services construction works assigned within area of operation;

7425BR

**Intake &
Assessment
Coordinator**

[Next Job ➡](#)

- Provides mentoring, general guidance and advice to summer students within area of operations, establishing a project team approach to the implementation and management of assigned capital projects;
- Assists with the scoping of works to be tendered and reviews estimated quantities of pay items for tendering;
- Acts as a resource person and liaises with relevant HRM staff and provides information to the general public on construction issues;
- Prepares and recommends for approval Capital Works progress claims to be forwarded to the Sr. Construction Inspector and Construction Supervisor for approval for payment;
- Ensures the timely follow up on all deficiencies associated with completed capital works;
- Prepares construction and maintenance deficiency inspection list and follows up to ensure corrective actions are taken;
- Makes video of site pre-construction conditions and delivers advisory notice to residents within project limits;
- Monitors site safety, e.g. temporary workplace signage traffic control, excavation and trench safety, confined spaces, WHMIS, first aid, etc.;
- Prepares as-built information for the preparation of as-built drawings.

QUALIFICATIONS

Education and Experience:

- A diploma in civil engineering technology from a recognized institution;
- A minimum of 5 years of field construction experience in the areas of asphalt, concrete, roadways and other municipal infrastructure;
- A minimum of one years' previous experience within a municipal engineering environment.

Technical/Job Specific Knowledge:

- Possess sound working knowledge of general municipal engineering construction practices and procedures;

- Must have the ability to read and interpret engineering drawings and conduct field survey layout work;
- Proficient in daily recording of construction activities in clear and concise manner;
- Working knowledge of Microsoft Excel, Word and Outlook;
- General understanding of HRM's organizational structure and the specific working relationship between construction, design and other business units;
- Knowledge of Federal/Provincial regulations and guidelines affecting municipal construction activities;
- Must have and maintain a valid N.S. driver's license, own and be willing to use a vehicle during working hours with reimbursement in accordance with the HRM mileage policy.

Security Clearance Requirements: Applicants may be required to complete an employment security screening check.

Please note: Testing may be conducted as a component of the selection process to assess technical and job specific knowledge. Candidates, who are selected for testing, may be tested in a group setting, scheduled at the employer's discretion.

HRM takes the health and safety of its job applicants and employees seriously. Where possible, recruitment testing and interviews will be done by way of phone, video conference, or other virtual means to assist with and encourage social distancing. For applicants with concerns about computer or internet access or to request another accommodation to the recruitment process, please contact your HR representative or jobs@halifax.ca.

COMPETENCIES: Customer Service, Communication, Teamwork and Cooperation, Analytical Thinking, Valuing Diversity.

WORK STATUS: Permanent - full time

HOURS OF WORK: Monday - Friday, 8:30 a.m. - 4:30 p.m. Overtime

may be required.

SALARY: NSGEU Level 8 \$35.21 per hour as per NSGEU Local 222 Collective Agreement,

WORK LOCATION: 21 Mount Hope, Eric Spicer Building, Dartmouth, Nova Scotia

CLOSING DATE: Applications will be received up to 11:59 pm, April 9th, 2023.

This is a bargaining unit position. External applicants will only be considered if there are no qualified bargaining unit candidates.

Please note: We thank all applicants for their interest in this position. Only those applicants selected for interview/testing will be contacted.

During the recruitment process, applicants have the right to request an accommodation. Applicants invited to participate in an assessment process (such as an interview or testing) and who require an accommodation, should discuss their needs with the Recruiter when invited to the assessment process.

(Position 72282117, 78629062 & 72282113)

[Apply to job](#)

[Save](#)

[Send to friend](#)

[Contact Us](#)

[Return to Halifax.ca](#)

[Privacy](#)

Infinite Talent Privac...