



## DAKOTA OJIBWAY TRIBAL COUNCIL - ON RESERVE HOUSING EMPLOYMENT OPPORTUNITY

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**POSITION:** Building Inspector

**LOCATION:** Dakota Ojibway Tribal Council (DOTC)  
230-5010 Crescent Road West, Keeshkeemaquah, MB R1N 4B1

**CLOSING DATE:** Open Until Filled

### Building Inspector

#### ABOUT DOTC:

The Dakota Ojibway Tribal Council (DOTC) provides support services and training to our five-member First Nations communities: Long Plain First Nation, Swan Lake First Nation, Birdtail Sioux First Nation, Roseau River Anishinabe First Nation, and Sandy Bay Ojibway First Nation. Our On-Reserve Housing Program is responsible for supporting housing inspections, assessments, and maintenance initiatives to ensure safe and healthy homes for our communities.

#### POSITION SUMMARY:

DOTC is seeking a licensed Building Inspector to join our On-Reserve Housing Program. The successful candidate will conduct inspections of residential properties in all DOTC member communities, ensuring compliance with building codes, safety standards, and DOTC housing policies. This role is critical to maintaining safe housing and supporting our community housing initiatives.

#### KEY RESPONSIBILITIES:

- Conduct on-site inspections of new construction, renovations, and existing residential housing within DOTC member communities.
- Ensure compliance with the Manitoba Building Code, National Building Code (NBC), and applicable health & safety standards.
- Identify deficiencies and provide clear written inspection reports with recommendations for repairs or improvements.
- Support the On-Reserve Housing Program by assisting with housing condition assessments and inspections for funding or maintenance planning.
- Collaborate effectively with community housing staff, contractors, and the DOTC Housing team to facilitate timely inspections and follow-ups.
- Maintain accurate records, reports, and inspection logs as part of the DOTC Housing Database.
- Provide technical guidance and expertise to community housing staff as required.

#### QUALIFICATIONS:

- Valid Building Inspector license in Manitoba (minimum Level 1; Level 2 preferred).
- Strong knowledge of the Manitoba Building Code and National Building Code.
- Experience in residential inspections, construction, or building trades.
- Valid Class 5 Manitoba driver's license and ability to travel to DOTC member communities.
- Strong communication and report-writing skills.
- Ability to work independently and collaboratively within a team environment.
- Experience working with First Nations communities is considered an asset.

#### WORK ENVIRONMENT:

- Position is based at the DOTC office in Portage La Prairie, MB.
- Regular travel to DOTC member communities is required.
- Standard full-time schedule, with occasional flexibility for community inspections.

#### COMPENSATION:

DOTC offers a competitive salary commensurate with experience and qualifications, along with a comprehensive benefits package, including health, dental, and pension plans, following a successful completion of the probationary period.

**Interested applicants are invited to forward a resume and cover letter, including two (2) letters of reference to:**

**Attn: Denise Desmarais, Executive Secretary**

Ph: (204) 239-8650

Fax: (204) 857-6037

Email: [execadmin@dotc.mb.ca](mailto:execadmin@dotc.mb.ca)

**\*\*Please indicate the Position Title in the subject line and/or body of your email**