



**Home  
Construction  
Regulatory  
Authority**

The Home Construction Regulatory Authority (HCRA) regulates Ontario's new home builders and vendors under the *New Home Construction Licensing Act, 2017* (NHCLA), mandated to promote and protect the public interest. Our mission is to be a fair, effective, and proactive regulator of home builders and vendors that ensures a positive consumer experience. To learn more, please visit [www.hcraontario.ca](http://www.hcraontario.ca)

## **Builder Education Assessor**

The Home Construction Regulatory Authority (HCRA) is seeking a high-performing professional who thrives in a fast-paced, high-profile environment to fill the role of **Builder Education Assessor**.

Reporting to the Manager, Licensing, you will:

- Perform assessments related to builder education and core competencies requirements in accordance with HCRA's licensing criteria, operational policies and under the *New Home Construction Licensing Act, 2017*.
- Process applications and ensure a prior learning assessment, equivalency assessment and/or recognition.
- Conduct education assessments and verifications to evaluate educational or training experience.
- Respond to inquiries from home builders and vendors regarding education/training assessments and competency requirements.
- Develop resources (e.g., tool, guidelines, forms, consumer and public education materials etc.) related to builder education/training requirements.

Successful candidates will demonstrate the following:

- ✓ Demonstrated experience of progressive experience performing similar duties in a regulatory environment.
- ✓ Completion of a University degree in Business Administration, Public Policy, Social Sciences or a related discipline – or a combination of education, training and experience deemed equivalent.
- ✓ Knowledge of the processes for evaluating education and experience.
- ✓ Familiarity with related legislation such as the *New Home Construction Licensing Act, 2017* and related regulations such as Ontario Building Code Regulation under the *Building Code Act, 1992*, *Criminal Code*, *Canada Evidence Act* and *Provincial Offences Act, Ontario New Home Warranties Plan Act*.
- ✓ Demonstrated ability to interpret and apply legislation, regulations, policies and other information sources for the purposes of responding to inquiries and assessing and builder education requirements.
- ✓ Strong relationship management and client service abilities to facilitate interaction with customers to quickly and effectively resolve complex customer issues.
- ✓ Sound judgement and strong political acuity to recognize and respond in a timely manner to issues which may have an impact on the organization, clients and/or consumer.

**HOW TO APPLY:** Click on the following link: [APPLY NOW](#) by **May 31<sup>st</sup>, 2022**. We thank all applicants for their interest, however, only those selected for further consideration will be contacted. If you have questions, you can also contact Luciana Da Silva at 416-237-1500 x.266 or [luciana.dasilva@hrassociates.ca](mailto:luciana.dasilva@hrassociates.ca). For more information about HCRA or to view other career opportunities, please visit [www.hcraontario.ca](http://www.hcraontario.ca).

HCRA will offer a competitive compensation package including benefits and a defined contribution pension plan. A *Criminal Reference Check* will be required for the successful candidate.

We thank all external applicants for their interest, however, only those selected for further consideration will be contacted. Accommodation, if required, will be provided throughout the hiring process in accordance with the *Ontario Human Rights Code*.

HCRA IS AN INCLUSIVE EMPLOYER.