Building Inspector/Code Enforcement Officer

Responsible for administrative, inspection and enforcement work in several capacities. The Code Enforcement Officer position encompasses multiple functions including building permitting and inspection (Building Official), zoning interpretation and administration (Zoning Administrator), and public health (Health Officer).

Requirements

Thorough knowledge of applicable laws, ordinances, codes including housing, building, electrical, plumbing codes and zoning ordinances; thorough knowledge of town and state public health laws, ability to read plans for compliance to housing and building codes' ability to meet and discuss problems arising during inspections; ability to plan, install and carry out programs of departmental operations and activities including training and development, fire prevention; ability to supervise others, ability to explain and instruct the general public, employees, and other town officials in code enforcement requirements; ability to establish and maintain working relationships with contractors, property owners, and other members of the public when explaining and interpreting and enforcing statutes, rules, regulations, codes and ordinances especially under strained or adverse conditions; ability to deal effectively with town officials, employees; ability to communicate effectively both orally and in writing.

Education and Experience

At least 5 years experience in construction or building; or any equivalent combination of education and experience which demonstrates possession of the required knowledge, skills, and abilities. Certification from the International Code Council is preferred.

Candidates with an Associate's or Bachelor's degree in Construction Management or similar field who don't meet the experience requirement may be considered.

Salary range

$36.04 - $47.25 per hour

Benefits

Full-time employees receive a benefits package which includes health Insurance, 100% employer paid dental Insurance, 100% employer paid life insurance and STD/LTD insurance, paid vacation and sick time, 11 paid holidays, and participation in the New Hampshire Retirement System.

Application Process

Visit the Job Openings page on www.meredithnh.org to complete an application. Interested candidates must submit an application and resume to hr@meredithnh.org or they may drop it off at Town Hall.