

**JOB ANNOUNCEMENT
CITY OF ROLLA COMMUNITY DEVELOPMENT DEPARTMENT
TEMPORARY BUILDING INSPECTOR POSITION**

GRADE CLASSIFICATION: 12

Salary Range: \$17.397 per hour to \$23.039 per hour

EMPLOYEE BENEFITS:

This position is a temporary part time position with no benefits. The expected hours worked per week are between 20-25 hours and will work from the hire date until October 2017.

DESCRIPTION OF BASIC DUTIES:

Organizes the work load to insure effective, consistent, and timely inspections and re-inspections of construction projects, properly documents those discrepancies or deficiencies noted during the course of inspecting, and effectively communicates verbally and, when necessary, in writing those findings to the contractor. Persistently re-inspects and enforces the codes to achieve the appropriate results to ensure compliance with the codes. Attends, participates, and represents the inspection section of the division at various professional meetings or related agencies and associations. Confers with contractors, other inspectors, property owners, and other interested parties. Explains and interprets building codes and regulations as well as municipal ordinances. When required, examines plans for codes compliance, issues building permits, and enforces flood plain regulations. A detailed job description is available upon request.

EDUCATION and EXPERIENCE:

Graduation from an accredited High School or successful completion of a GED examination. Considerable knowledge of the BOCA codes with working knowledge of the City's zoning and planning ordinances. Knowledge of normal methods and techniques of constructing and/or renovating commercial and residential buildings. Demonstrated ability to develop and maintain effective working relationships with contractors, developers, architects, property owners, and the general public. Working ability to interpret technical code regulations and to fairly and uniformly apply them. Demonstrated ability to prepare a variety of technical reports, schematics and records. Considerable ability to read and interpret blueprints, building plans and specifications. Reasonable ability to communicate effectively both orally and in writing. Missouri Drivers License; Class F. Any equivalent combination of education and experience that provided.

**RESUMES AND/OR APPLICATIONS MUST BE RECEIVED BY THE FINANCE
DIRECTOR FOR CONSIDERATION AND THE POSITION WILL REMAIN
OPEN UNTIL AUGUST 4, 2017 OR UNTIL FILLED.**

AN EQUAL OPPORTUNITY EMPLOYER
EMPLOYER COMPLIES WITH ALL A.D.A. REQUIREMENTS