



Village of Arlington Heights
33 South Arlington Heights Road
Arlington Heights, Illinois 60005
(847) 368-5161

May 26, 2021

NOTICE
Plan Reviewer

Building & Life Safety Department

The Village of Arlington Heights is accepting applications for the position of Plan Reviewer in the Building & Life Safety Department.

Responsibilities include but not limited to: review of plans, specifications, and other submitted material for compliance with the Village of Arlington Heights Municipal code for new construction or renovation to existing buildings. Assists in performing building and property maintenance inspections as required. Acts as liaison with the Building & Life Safety Department personnel and other departments reviewing specific building applications.

Associates degree in Engineering, Architecture or Construction Management with four to six years' experience in design and construction or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. Additional requirements include: must have ICC certifications as a Commercial Building Inspector, Residential Building Inspector, Commercial and Residential Plans Examiner or ability to obtain within first year of employment. Preferred certification would be ICC Certification as a Commercial Fire Plan Examiner, Commercial & Residential Energy Plan Examiner. Also, must have a valid Illinois State Driver's License and the ability to perform inspections and/or related duties after regular work hours as required.

Starting salary is \$73,398 - \$81,859 DOQ and includes a diverse and competitive benefits package.

Qualified candidates are encouraged to submit an online application available on the Village's website at www.vah.com. Applications will also be accepted via mail: Human Resources, Village of Arlington Heights, 33 S. Arlington Heights Road, Arlington Heights, IL 60005; or email to jobs@vah.com. The fax number is 847-368-5990. **The deadline to apply is June 17, 2021 at 5:00pm.** Internet access is available at all local libraries. For more information concerning the Village of Arlington Heights, please visit our website at www.vah.com.

PLEASE POST

The Village of Arlington Heights is an equal opportunity employer and strives to be a welcoming and inclusive place for all, improving how we recruit, empower, and retain the most diverse and very best talent, ensuring careers in public service will continue to attract the brightest for coming generations.

Any offer of employment is conditional upon passing a background check and pre-employment drug screen.