

Village of Schiller Park, Building Official

The Village of Schiller Park, Illinois seeks a full-time Building Official. Schiller Park has a population of 11,600 and is located immediately adjacent to O'Hare International Airport. This is a highly responsible administrative, supervisory, and investigative position that will work to oversee and participate in the plan review and inspection of all Village commercial, industrial, and residential properties. Must be able to secure and maintain compliance with all building codes and be dedicated to the fair and impartial enforcement of codes and regulations. This position receives general direction regarding enforcement policies from the Village Manager. Responsibilities include oversight of building permit plan review and issuance, building inspections and certificates of occupancy, property maintenance, multi-family housing, and hotel inspections, supervision of departmental staff and other duties as required.

Qualifications include Bachelor's degree from a four-year college or university; or four years related experience and/or training; or equivalent combination of education and experience. Candidate must have at least five years of progressively responsible management experience and demonstrated experience training, mentoring and evaluating employee performance. Candidate must possess considerable knowledge of building codes and ordinances and their application; knowledge of the methods, techniques, and procedures used in building construction and inspection; considerable knowledge of building construction techniques, methods, knowledge of sanitary provisions of the state public health code and of modern environmental protection concepts as it relates to industrial, commercial, and residential development. Candidates must possess or be able to obtain the designation of Certified Building Official (CBO) certification by the International Code Council (ICC).

Successful candidates must possess a commitment to quality customer service. Must be proficient in Microsoft Office Suite and be adaptable to learning industry software. Candidates must possess a valid Illinois driver's license and pass a pre-employment background screening and drug test.

Annual salary for this position is \$90,000 - \$95,000, DOQ. The Village provides a comprehensive benefit package including retirement benefits through the Illinois Municipal Retirement Fund. Applications will be accepted until the position is filled. No phone calls please. Interested applicants should e-mail resume and cover letter to David Strahl, Interim Village Manager, at dstrahl@schillerparkil.us .