



## Building Inspector

The Village of Riverside (pop. 8,900) is located just 9 miles from downtown Chicago and is a National Historic Landmark Community designed by visionary landscape architect, Frederick Law Olmsted. The Village is seeking qualified applicants for a full-time Building Inspector/Code Enforcement Officer. The position reports to the Assistant Village Manager and is responsible for compliance with Village ordinances dealing with zoning, property maintenance, building, mechanical, plumbing, and electrical work and related codes to ensure successful development and building efforts. The inspector coordinates all activities for the issuance of building permits, interacts with residents, consultants and staff, with an emphasis on providing equitable and respectful service while fostering fair outcomes.

Riverside is starting several exciting initiatives, including launching a rental inspection and registration program and integrating the permitting system with GIS, enhancing opportunities for streamlined operations. The Village is supportive of professional and personal development and encourages staff to approach problems with innovation, creativity, and compassion. This Inspector will guide installation of effective programs, set professional expectations for themselves and others, and will be an authority in Riverside's building and code enforcement operations, providing technical recommendations to Village staff, elected officials, and the public.

The successful individual will have a thorough knowledge of ICC Building and Mechanical Codes, National Electric Code and State Plumbing Code, and a comprehensive understanding of zoning principles, excellent communication, interpersonal and organizational skills and be comfortable using computers including utilizing a building permit software, Microsoft Outlook, Word and Excel. The minimum preferred requirements for this position are:

- Two years of course work in building technology or an Associate's degree in a related field such as Architectural, Civil or Structural Construction Science, or any combination of education, training and experience;
- **Must have ICC Residential Building Inspector and Property Maintenance certifications;**
- Residential Building Plan review certification preferred or must be obtained within one year of employment; and
- Previous municipal experience preferred.
- A valid driver's license is required.

Pay range is \$25 to \$40 with expected starting salary \$30+/- . The Village of Riverside offers a comprehensive and competitive benefit plan which includes generous contributions to medical, dental, vision, life insurance and the Illinois Municipal Retirement Fund, optional 457 plans, and paid vacation, personal, sick and holiday time.

Send cover letter, resume, application and three work related references by e-mail to Cathy Haley at [chaley@riverside.il.us](mailto:chaley@riverside.il.us).

Village of Riverside  
27 Riverside Road  
Riverside, IL 60546

Equal Opportunity Employer