Property Maintenance Inspector

DETAILS

Part Time
$22.64/hour
Non-Exempt

Position Open Until
Filled

Apply At
www.lith.org/jobs

Invitation to Apply

The Village of Lake in the Hills welcomes applications for a Property Maintenance Inspector. The purpose of this position is to uphold compliance throughout the Village to the standards of the adopted codes, and provisions of the Municipal Code in order to maintain the Village's high quality of life through code enforcement. It will require a working knowledge of code provisions and enforcement practices as applicable to a municipal setting. This part time position will require 20-25 hours per week, and acts under the supervision of the Assistant Community Development Director.

Who Should Apply

An ideal candidate will be an excellent communicator, self-motivated, and have the ability to resolve property maintenance complaints while working independently in a professional, courteous, and timely manner. This individual will also have an enthusiasm for professional development, and will have an ICC certification as a Property Maintenance Inspector, or the ability to obtain such certification within six months of being hired. Those with additional certifications and willingness to attend continuing education events will be considered favorably.

Qualifications

A high school diploma or equivalent is required. Relevant advanced education is preferred. This position requires at least two years of property maintenance enforcement experience, or a comparable combination of related experience and a valid Illinois Class D driver's license. A working knowledge of software programs used for code enforcement, or the ability to obtain such knowledge.

Benefits

As an Illinois Municipal Retirement Fund employer, we are dedicated to helping employees prepare financially for their futures. Paid vacation is also provided.

Application Details

A complete job description is available upon request. Applications will be accepted on the Village's website at www.lith.org/jobs