

**CITY OF COUNTRYSIDE  
BUILDING COMMISSIONER**

**Description:** The City of Countryside is seeking a Building Commissioner in the Community Development Department. The Building Commissioner formulates, directs, administers, and enforces City programs and ordinances with regard to land use, development review, building, code enforcement; provides technical expertise to City staff and regulatory commissions; and manages professional, technical, and clerical staff.

**Requirements:** The Building Commissioner carries out supervisory/managerial responsibility of the Community Development Department in accordance with policies, procedures, and applicable laws; oversees planning and zoning functions, building codes, and code enforcement activities by field personnel (i.e. permit issuance, plan review, issuance of citations for code violations, court action, etc.); reviews all construction plans for compliance with building and zoning codes. The Building Commissioner performs the functions of the Code Official as defined by the ICC while serving as the City's Building Official. The ideal candidate will possess excellent communication (verbal, written and presentation) skills. This position also requires proficiency in the use of Microsoft Office, including Word and Excel, data base programs, email and internet, and knowledge in GIS applications.

**Educational Requirements:** This position requires a Bachelor's degree in building, construction or engineering, code enforcement or business administration, or related field from an accredited college or university; minimum of four years' experience as a Building Inspector or Construction Superintendent, and a minimum of four years in a management capacity.

**Salary Range:** \$99,275 - \$117,593, plus excellent benefits.

**How to Apply:** Qualified candidates should submit a letter of interest, resume, and three professional references along with a completed City of Countryside Employment Application to: [HR@countryside-il.org](mailto:HR@countryside-il.org). The application can be obtained at the City's website [www.countryside-il.org](http://www.countryside-il.org).

**Closing date to apply for this position:** Applications must be received by 4:00 p.m. on Friday, November 5, 2021.

Equal Opportunity Employer