



# Position Announcement

## Building Inspector

Posting Date: March 6, 2020

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**CLOSING DATE:** March 27, 2020 at 5:00 p.m.  
**HIRING RANGE:** \$64,931.14 - \$71,038.29, D.O.Q.  
**HOURS PER WEEK:** 40+ hours per week.

The Village of Algonquin, IL (Pop. 30,046) is seeking applicants for the position of Building Inspector within the Community Development Department.

**GENERAL DUTIES:** This position is responsible for inspection of construction work on commercial and residential properties within the Village to ensure compliance with codes governing building trades such as plumbing, electrical, building, mechanical, and property maintenance; maintains written records of violations of village building codes and related ordinances, and may issue citations and testify in court as needed.

**DESIRED MINIMUM QUALIFICATIONS AND/OR REQUIREMENTS:**

**Education/Experience:** A high school diploma, or equivalent, supplemented by one year of technical/college level courses in building construction, electrical, mechanical, structural engineering, or related areas, two years of experience in the construction industry or skilled construction trades, or in comparable code enforcement work, or any equivalent combination of training and/or experience is desired. Experience as a multi-disciplinary municipal building inspector, property management experience, construction, or equivalent experience and education in a similar field is a plus. Certified Building Inspection (ICC) certification is a plus. Continuing education and involvement with professional organizations are expected. Must have a valid driver's license.

**Skills:** Comprehensive knowledge of approved methods, materials, practices and safeguards of building construction, building codes and ordinances and their application, and interpreting building construction prints and drawings. Comprehensive knowledge of International and NFPA codes, NEC, Illinois state plumbing, and other State codes, in addition to procedures and techniques used in building inspections and specialized knowledge in structural, electrical, building, and/or heating, ventilation, and air conditioning work is a plus. Knowledge of decent, safe, and sanitary building requirements. Ability to read and perform basic math, recognize hazardous conditions and proper corrective action, carry out inspections and enforcement actions in a polite manner, keep accurate records, interpret and explain laws, ordinances, and regulations, and function in a team environment as well as on your own and effectively communicate, both orally and in writing, with the public, Village staff and representatives of other agencies. Proficiency with current computer software systems, including Microsoft Office and job specific software (Munis) or within the first six months of employment.

**TO APPLY:** Interested candidates are required to complete and submit an [employment application](#), along with a resume and a list of all current I.C.C. Certifications (if applicable). Completed applications can be mailed to: Village of Algonquin, Attn: Human Resources, 2200 Harnish Drive, Algonquin, IL 60102, faxed to (847) 658-4564, or emailed to HR@algonquin.org. ***Please, no phone calls.***

The Village of Algonquin is an equal opportunity employer within every definition of the concept. A copy of our Outreach Program is available upon request.