



VILLAGE OF ITASCA

ACCEPTING APPLICATIONS FOR CHIEF BUILDING INSPECTOR

The Village of Itasca seeks a highly qualified person to fill the Chief Building Inspector position in the Community Development Department. The Building Inspection Supervisor is the head building official responsible for the oversight of the building and code enforcement functions of the Community Development Department. Under general supervision of the Director of Community Development, the Chief Building Inspector oversees all aspects of building plan review and inspections, permit application services, and code enforcement. The position supervises staff and contract building inspectors, plan reviewers, code enforcement officer(s), department administrative clerical staff, and others as needed. The Chief Building Inspector will need to be able to respond and be available for after-hours contact for emergency inspections and other incidents as needed, as well as attend occasional boards or commission meetings at night when necessary.

The position requires the ability to establish and maintain effective working relationships and collaborate with design professionals, developers, contractors, residents, property owners, supervisors, staff members, elected officials, and the general public. Extensive knowledge of building codes, as well as other local codes, ordinances, and regulations and their application and the ability to read and interpret such codes, ordinances, and plans dealing with construction. Effective written communications skills with report writing, editing, and interpretation and analysis of technical information are also required. Proficiency in Microsoft Office applications and inspection software is required.

Graduation from an accredited four year college or university with a degree in construction management, civil engineering, architecture, or a closely related field is required. Associates degree in a closely related field in conjunction with the International Code Council's Certified Building Official (CBO) or Master Code Official may be substituted for Bachelor's Degree requirement. A minimum of five to seven years of directly relevant experience in building inspection or general construction is required. Experience working in or for municipal building and/or code compliance and supervisory experience are strongly preferred. A valid driver's license with a good driving record is required.

Excellent benefits and pay dependent on qualifications. To be considered, submit your cover letter, resume and employment application to Ioana Ardelean, HR Manager at itascahr@itasca.com. Employment applications can be downloaded from the Village website: <http://itasca.com/jobs.aspx>. Resumes will be accepted until Friday, February 2, 2018.

Village of Itasca is an Equal Employment Opportunity Employer