

**VILLAGE OF SOUTH ELGIN
COMMUNITY DEVELOPMENT DEPARTMENT**

CODE ENFORCEMENT OFFICER

The Village of South Elgin, IL is seeking a qualified candidate for the position of full-time Code Enforcement Officer in the Community Development Department. Under the direction of Building and Code Enforcement Manager, this position includes a variety of routine and complex technical work in code enforcement to ensure compliance with the International Property Maintenance Code and the Village of South Elgin Code of Ordinances. Work assignments include conducting property maintenance inspections on existing structures, zoning inspections on new construction, preparing evidence for prosecution, testifies at monthly code hearings and in court when necessary.

Qualifications include high school diploma or GED equivalent; International Code Council Certification as a Property Maintenance and Housing Inspector, or the ability to obtain certification within six (6) months of employment; 1-2 years of experience in code enforcement, property maintenance, zoning administration, construction management, or a related field; and a valid Illinois State Driver's License. Associate's degree in an applicable field is preferred. Any equivalent combination of education and experience will also be considered. Strong computer skills are required.

Normal work hours are 8:30am – 5pm, Monday-Friday. The Village offers an excellent compensation and benefit package with a starting salary of \$25.58 per hour.

Interested applicants should submit a cover letter, resume, three (3) professional references, and an application to the Village of South Elgin, ATTN: Human Resources, 10 North Water Street, South Elgin, Illinois 60177 or via email to jobs@southelgin.com. Position opened until filled.

Equal Opportunity Employer