Combination Inspector
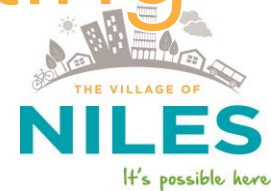### Community Development Department

The Village of Niles is seeking a skilled candidate for the full-time position of Combination Inspector in the Community Development Department. This position is responsible for performing inspections of technical and specialized structural, mechanical, plumbing and other disciplines. The position conducts inspections in accordance with adopted and established standards and ordinances, codes and regulations. This position also regularly interacts with residents and contractors in the field. Supervision is received from the Community Development Director. This is an AFSCME Council 31/Local 2953 Union position in the 16A-17KK range. Salary starts at $76,668.50.

Essential Job Functions Include:

- Review building plans for compliance of regulations, adopted codes and local ordinance requirements;
- Interpret and enforce adopted ICC codes in a consistent manner;
- Conduct required inspections and re-inspections as required for code compliance;
- Maintain accurate records for all building related procedures;
- Receive records and investigate any related complaints, by preparing reports (written and graphic) and following through to assure complaints are abated per Village policy;
- Inspect buildings under construction to insure proper installation of all related building systems;
- Inspect existing buildings for code violations; making reports and recommendations for corrective measures and re-inspects to ensure violations are corrected;
- Prepare reports, presentations, and document inspection results with clear, concise, and complete information, following through in conformity with current applicable procedure to assure compliance;
- Collaborate with other inspectors and other village departments;
- Recommend specific corrective action in conformity with current policy and procedures;
- Schedule assigned inspections; completing inspection tickets relevant to the procedures and department software.

Qualifications and Conditions:

- A valid Driver's License is required;
- High School Diploma or G.E.D. equivalent;
- ICC certifications in Residential and Commercial Inspector for mechanical, building electrical, fuel gas or a combination there of or ability to obtain within 12 months of employment;
- Illinois State licensed plumbing inspector;
- 7 years' experience in the construction industry;
- 3 years' experience as a municipal inspector;
- Or any equivalent combination of education and experience;
- Hours are between Monday-Friday, 8:00 a.m. to 4:30 p.m.

To apply, candidates must complete an application on the Village's website at www.vniles.com or **submit an application and resume as a PDF** to the Human Resources Department, Village of Niles, 1000 Civic Center Drive, Niles, IL 60714, via E-mail personnel@vniles.com.
The Village of Niles is an Equal Opportunity Employer