

JOB OPENING

City of Maple Heights

Multiple Certified/Building Inspector

Job Description: Perform residential and commercial building inspections for buildings and structures during all phases of construction, alterations, repairs, or maintenance to verify and document compliance with approved plans, Ohio building codes, local zoning, and property maintenance ordinances. Additional duties include property maintenance and zoning inspections for all use groups to assure compliance with municipal zoning regulations.

Job Supervisor: Will report daily to: Building Commissioner

Job Requirements: Applicant must possess: (1) A high school diploma, GED graduation status, or equivalent work experience, (2) a valid State of Ohio driver's license, (3) All applicants shall possess, Electrical Safety Inspector certification and one or more Ohio Board of Building Standards Certifications for the following; Commercial Building Inspector, and or Commercial Plumbing Certification, Applicant shall possess high level professional skills with extensive experience in interpretation of commercial plans and inspections for (E) use group construction. Applicant must be able to communicate in a professional manner when dealing with departmental staff, residents, and contractors with little or no supervision. Additional Board of Building Standards certifications, i.e. Residential Building Official, Residential Building Inspector, or Residential Plumbing Inspector a plus. Computer skills shall include, but not be limited to: Knowledge in the use of; Micro-soft office software, Zone Pro building department database software.

Work Schedule

Full time employment must be willing to work overtime when required.

All resumes will be held in confidence

Application and resumes will be accepted until the position has been filled.

To Make Application,

Submit a cover letter, copy of state certificates and resume to:

Paul R. Fussner, CBO Director of Building and Housing
Or Laurie Waller, Director of Human Resources
City of Maple Heights
5353 Lee Road
Maple Heights, Ohio 44137
NO PHONE CALLS PLEASE