



COME TOGETHER & THRIVE

Job Description

Organization	City of South Euclid, 1349 South Green Road, South Euclid, Ohio 44121
Department	Building
Position	Building Inspector; Permanent; Full Time; Non Exempt
Supervisor	Building Commissioner
Organization Summary	The City of South Euclid is an inclusive community with inviting, walkable neighborhoods and architecturally diverse housing options to fit every lifestyle and budget. It is a transit friendly community of over 22,000 residents located minutes from University Circle, Downtown Cleveland, and the I-271 Corridor. As a first-ring suburban community located on the east side of Cleveland, housing is the city's primary industry. However, South Euclid is home to a diverse range of over 300 businesses. These businesses include educational and medical institutions, manufacturers, national retailers and restaurants, small businesses, and professional offices.
Position Summary	Perform exterior and interior inspections on structures for compliance with property maintenance codes and the Codified Ordinances of the City of South Euclid. Communicate with residents and contractors regarding issues of code compliance and perform administrative tasks related to preparation of violation notices, computer data entry, and representing the City in municipal court.
Position Requirements	<ul style="list-style-type: none"> - A minimum of one Board of Building Standards certification. - A valid State of Ohio driver's license. Insured automobile preferred, but public transit is available. - High school diploma or equivalent certificate. - Strong written and verbal communication skills. - Comfortability engaging residents and community leaders individually or in large groups. - Ability to work independently and demonstrate initiative during periods of minimal supervision. - Physical ability to work outdoors potentially during inclement weather. - Physical ability to operate a computer, climb stairs, and move or lift objects up to (30) pounds.
Compensation	<ul style="list-style-type: none"> - \$19.00-\$32.00 per hour. - Paid vacation and sick leave allocated according to the City of South Euclid's salary ordinance. - Paid holidays include New Year's Day, Martin Luther King Jr. Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day. - Employer sponsored health insurance including vision, dental, and life insurance options. - Ohio Public Employees Retirement System (OPERS).
Equity & Inclusion	The City of South Euclid is proud to be an equal opportunity employer. Applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, disability, age, or any other protected status.
Application	This job description was posted on March 14, 2022. To apply, candidates should submit a cover letter and resume in PDF format to Building Commissioner Laura Heilman lheilman@seuclid.com