



Andrew J. Maglio Mayor
Patty Burns Village Clerk

BUILDING/PLUMBING/ELECTRICAL INSPECTOR(S)
SEASONAL / PART TIME
COMMUNITY DEVELOPMENT DEPARTMENT

The Village of Roselle Community Development Department is accepting resumes for the position of Building Inspector, Plumbing Inspector and Electrical Inspector. Roselle is a community of approximately 23,115 and is located in the northwest suburbs of Chicago.

Duties include:

- Enforce the Village's adopted building codes and zoning ordinances
- Conduct field inspections of new construction, alterations, additions, and improvements
- Communicate effectively with residents and contractors
- Issue oral and written orders for correction of defects in workmanship or materials
- Reviews plans as needed
- Assists building department staff with any questions involving code or permit issues.
- Prepares reports of inspections
- Provides technical assistance to contractors, residents, and others relative to the application and enforcement of building codes and ordinances.

Requirements:

- Knowledge of local codes and ordinances; State laws, national and international building and fire codes
- Understanding of standard construction practices in this area
- Valid Illinois Driver's License required
- Possess ICC Certifications is highly desirable

Education and Experience:

Candidates must possess a high school diploma or equivalent supplemented by two years technical or community college level courses in building construction, electrical, mechanical, or structural engineering or related areas; and/or two years' experience in the construction industry performing skilled construction trades work, or in comparable code enforcement work. Plumbing inspector candidates must hold an Illinois State Plumbing license. Candidates should have knowledge of building/zoning codes and ordinances, methods, techniques and procedures used in building inspection, construction and maintenance.

Strong written and oral communication skills are necessary. The salary is approximately \$30.00 - \$37.00 per hour depending on experience. Candidates must be able to work up to 600 hours during 2018. Questions concerning the position should be directed to Community Development Director Pat Watkins at (630) 671-2820 or pwatkins@roselle.il.us.

Interested candidates should submit a resume and cover letter to roselle@roselle.il.us.