

**CITY OF WINCHESTER**  
**BUILDING OFFICIAL**  
**SALARY: \$66,102.40**

The City of Winchester and the Zoning and Inspection Department invites you to come join our team! The City has an outstanding strategic plan that includes goals and objectives, a clear vision, and a culture of collaboration. We are currently recruiting for Building Official.

- Oversee the planning, organization and direction of overall activities of day to day operations of the Building Inspections and Code Enforcement staff; ensures timely review of building applications, plans, specifications and diagrams.
- Conduct field inspections of buildings under construction to ensure adherence to building codes.
- Regularly meet with and provide technical assistance to builders, homeowners, and other staff members concerning code requirements.
- Maintain awareness of changes to codes and state laws; prepare ordinance changes to City Code as needed.
- Supervise inspection of existing structures and fire damaged buildings for hazardous conditions, structural failures, improper use, or complaints; oversee staff efforts to identify and resolve derelict structures and spot blight abatement.
- Approve certificates of occupancy and considers code modification requests.
- Where construction is not being built in compliance with the VUSBC, issue warnings, stop work orders and prosecute severe code violations; prepare evidence and testify in court as necessary.
- Maintain records and reports concerning inspections and violations.

**Education and Experience:** Any combination of education and experience equivalent to an Associate's Degree with considerable experience in building construction trade or inspections is required. A Bachelor's Degree in the building trade preferred.

Possession of a valid and appropriate driver's license. Must obtain and maintain a Certified Building Official Certificate from the Virginia Board of Housing and Community Development within one year of appointment, as provided in the Virginia Certification Standards.

**Language Skills:** Ability to read laws and policies, ability to write incident reports and other documents using proper grammar, punctuation and spelling, ability to speak effectively using correct English.

**Other Knowledge, Skills and Abilities:** Comprehensive knowledge of State Construction codes, all types of construction building material and methods, and stages of construction. Through knowledge of city building and zoning laws and ordinances, ability to detect poor workmanship, inferior material and hazards of fire and collapse, ability to read and interpret plans, specifications and blueprints of ordinary complexity, ability to deal patiently and effectively with difficult customers in a time sensitive environment, ability to establish working relationships with property owners, tenants, government officials and members of the general public, ability to operate computer software programs.

***PLEASE SEE ONLINE JOB POSTING AT [www.winchesterva.gov](http://www.winchesterva.gov) FOR FURTHER DETAILS ON POSITION.***