

CITY OF HARRISONBURG
invites applications for the position of:

Building Official

An Equal Opportunity Employer

SALARY:

<u>Hourly</u>	<u>Biweekly</u>	<u>Monthly</u>	<u>Annually</u>
\$34.36 - \$39.51	\$2,748.80 - \$3,160.80	\$5,955.73 - \$6,848.40	\$71,468.80 - \$82,180.80

OPENING DATE: 05/27/22

CLOSING DATE: Continuous

DESCRIPTION:



The City of Harrisonburg Community Development Department's Building Official position offers qualified candidates the opportunity to become a leader in a collaborative teamwork environment while making a direct impact in the City. If you have prior experience in codes enforcement, inspections, and supervision, consider applying today!

The Building Official is a full-time exempt position with benefits and a preferred hiring range of \$34.36 - \$39.51 per hour (equivalent to \$71,468 - \$82,180 annually). *An exact salary will be dependent upon the selected candidate's qualifications/experience and in compliance with City Policy Section 3: Compensation.*

The ideal candidate for this position will oversee the administration and enforcement of state and local building codes while also planning, directing, and participating in various inspection and code enforcement activities. As a division leader in the department, the candidate should have the ability to effectively plan and supervise the work of direct reports while exhibiting the City's values.

As the Building Official, you will:

- Plan, coordinate, supervise, and participate in building, electrical, mechanical, plumbing, property maintenance, and other inspection activities with responsibility for enforcing the laws, ordinances, and codes relating to the construction, alteration, and maintenance of buildings within the City.
- Review and approve building/construction permit applications, plans, and specifications.
- Coordinate and attend meetings with architects, engineers, property owners, City staff, and others to review building/construction documents and collaborate in the overall review and discussion of projects.
- Oversee building permit issuance and review major permit applications.
- Receive and make investigations of complaints of inspection activities and take appropriate action.
- Prepare evidence and testify in court on code violation cases.
- Approve certificates of occupancy.

- Review and approve/disapprove requests for modifications of the USBC and issuance of warnings and stop-work orders, if warranted.
- Prepare a variety of reports and correspondence on inspection and code compliance matters.
- Prepare and administer the division's budget.
- Serve as Code Official for enforcement of the Property Maintenance Code.
- Perform all duties of a Building Codes Combination Inspector and Plans Reviewer as required.
- Perform related work as needed.

Minimum Requirements:

- Associate's/Technical degree supplemented by coursework in engineering, regional or urban planning, architecture, a variety of inspection specialties, or related field.
- Extensive experience (6 or more years) in building, electrical, mechanical, plumbing, and other codes enforcement and inspections work.
- Moderate (1-3 years) supervisory experience.
- An equivalent combination of education and experience may be used to meet the three requirements above.
- Valid driver's license.
- [Click here to view the physical requirements of this position.](#)

All individuals who meet the minimum requirements stated above are encouraged to apply for consideration.

Special Requirements:

- Certifications from the Virginia Department of Housing and Community Development as a Combination Residential Inspector and Residential Building Plans Examiner or the ability to obtain certifications within eighteen (18) months of hire date.
- Certifications from the Virginia Department of Housing and Community Development as a Building Official, Combination Commercial Inspector, Property Maintenance Inspector, and Commercial Plans Examiner or the ability to obtain certifications within thirty-six (36) months of hire date.

The ideal candidate will have:

- Thorough knowledge of the principles and practices of building, electrical, plumbing, and mechanical code enforcement in addition to building, construction, engineering, and structural engineering principles and practices.
- Extensive knowledge of the USBC and general knowledge of and ability to use Microsoft Office Products and GIS/database software.
- The ability to:
 - Read and interpret plans.
 - Communicate both orally and in writing.
 - Present facts and recommendations.
 - Use firmness and tact as required to explain and enforce codes and ordinances.
 - Establish and maintain effective working relationships with other employees, City, State, and Federal officials, and the general public.

The selected candidate for this position will be subject to the following screenings and must receive satisfactory results:

- Criminal Background Investigation;
- Drug Screen; and
- DMV Driving Record Review.

To Apply: Applications will be accepted on the City's website until a suitable pool of candidates is received. This position may close at any time after 10 calendar days. (posted 05/27/2022)

The City provides an excellent benefits package including health insurance, retirement (VRS & MissionSquare), life insurance, paid leave and holidays.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.

The City of Harrisonburg is an Equal Opportunity Employer.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.harrisonburgva.gov/employment>

Job #5603 - (May 2022)
BUILDING OFFICIAL
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OUR OFFICE IS LOCATED AT:
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