



**Town of Little Compton  
Post Office Box 226  
Little Compton, Rhode Island 02837**

## **JOB DESCRIPTION OF THE BUILDING OFFICIAL**

The primary duties of the Building Official are:

- enforcement of all Little Compton zoning regulations and ordinances
- issuing of all building permits and inspections thereof
- ensuring Town compliance with the Rhode Island State Building Code

The additional duties of the Building Official are:

- Coordinating and overseeing Electrical, Plumbing, and Mechanical inspectors
- Acting as alternate inspector for the above
- Acting on zoning and building complaints from citizens
- Completing continuing training and education to maintain certification
- Acting as Minimum Housing Inspector
- In conjunction with public safety officials, assess damage to property from natural disasters

Hours:

- As prescribed by the contract with the Town Council
- Normally 30 hours per week

References:

- Little Compton Town Ordinances Chapter 14
- Rhode Island General Laws Chapter 23-27.3
- Rhode Island State Building Codes