

ASSISTANT BUILDING OFFICIAL

TOWN OF NORTH KINGSTOWN, RI

Town of North Kingstown seeks experienced Assistant Building Official responsible for enforcing all state and local ordinances pertaining to public and private structures as they relate to respective laws and ordinances.

Successful candidate is responsible for: reviewing plans and specifications; calculating and collecting fees; issuing permits, correction notices and violations. Maintains departmental records inputting data and preparing reports; and processes permit applications. Administers and enforces State building code and zoning ordinances. Performs required inspections for licensing of mobile home parks, hotels, purveyors of alcoholic beverages, etc. Manages operation of Code Enforcement Office in absence of Building Official; assigns duties and supervises staff. Provides assistance to public concerning code compliance.

Interested candidates should have at least five years experience in construction and design, with increasing responsibility, several of which are in supervisory capacity, or equivalent combination of education and experience. Associate's degree preferred. Certification as Building Official per general laws of State of Rhode Island. Appropriate inspector's licenses. Salary: \$50,976, plus benefits.

Submit resume and cover letter by May 24, 2018 to:

Town Manager's Office
Town of North Kingstown
100 Fairway Drive
North Kingstown, Rhode Island 02852

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