



**VILLAGE OF SOUTH RUSSELL
PART-TIME BUILDING/ZONING INSPECTOR**

The Village of South Russell is seeking professional, experienced, qualified applicants for the position of part-time **BUILDING/ZONING INSPECTOR**.

Responsibilities and Duties: The Building/Zoning Inspector is responsible for all administrative functions necessary in directing the operations of the Building Department, including all commercial and residential construction inspections and determining violations of the Village zoning code and building code. The Building/Zoning Inspector must attend one Council meeting per month, as well as Planning and Zoning meetings as needed.

Required Minimum Qualifications: Qualified candidates must have current certification from the State of Ohio Board of Building Standards as a Chief Building Official (CBO) and two or more of the following; Commercial Building Inspector (CBI), Electrical Safety Inspector (ESI), Commercial Plumbing Inspector (CPI) and/or Registered Mechanical Inspector (RMI), Residential Building Inspector (RBI), and Residential Plumbing Inspector (RPI). The preferred candidate will possess excellent communication skills, management experience, a demonstrated ability to effectively deal with day-to-day administrative issues, be proficient in Building Department software, Microsoft Office, and financial management. The position requires a valid State of Ohio drivers' license.

Application Process: Interested candidates holding required certifications are invited to send resumes by **May 31, 2019** to:

Village of South Russell
Attn: Fiscal Officer
5205 Chillicothe Road
South Russell, OH 44022
Or email: fiscalofficer@southrussell.com

The Village of South Russell is an Equal Opportunity Employer.