

## **Residential Plan Examiner and Building Inspector – Middleton Idaho**

The City of Middleton seeks to hire a full-time residential plans examiner and building inspector.

**Open for Recruitment:** September 21, 2018 - until filled

**Salary Range** depending on experience: \$60,000 – \$75,000 / annually

**Benefits:** Paid federal holidays, vacation and sick leave, life and disability insurance, PERSI retirement, and health insurance (medical/vision/dental) is available for employees and dependents.

### **Responsibilities:**

Hours are generally 8:00 am – 5:00 pm, Monday thru Friday, except holidays, and extended hours are sometimes required during peak building season. The Examiner/Inspector reviews building plans, performs building inspections, documents work and responds to inquiries about and enforces the International Residential Code. The Examiner/Inspector reports to the Building Official.

### **Minimum Qualifications:**

1. Current residential and commercial inspector certifications.
2. Minimum two (2) years of full time experience as a residential and commercial inspector,
3. Prefer residential plan examiner certification or ability obtain certification within 12 months.
4. Physical and mental agility and acuity to perform building inspections,
5. Valid Idaho driver's license, and
6. Be fair and friendly with an optimistic attitude and speech.

### **Ability to:**

1. Reasonably interpret the International Residential Code,
2. Communicate clearly and concisely orally and in writing,
3. Proficiently use a cell phone, text and a computer (email, internet, word processor, spreadsheet),
4. Establish and maintain effective working relations with elected and appointed officials, the public, employees and other jurisdictions.
5. Enforce codes consistently with firmness and tact, and
6. Understand and follow oral and written instructions.

**HIRING PROCESS:** Applicants are required to submit a city employment application, cover letter, certificates, resume, work history, and three professional references to the City of Middleton, P.O. Box 487, Middleton, Idaho 83644. Applicants meeting minimum qualifications will be invited to interview in Middleton.