

**Township of Parsippany Troy-Hills
POSITION ANNOUNCEMENT**

ROAD INSPECTOR

Department: Engineering Division
Department of Public Works

Workweek: 5 Days per week - 8:00am – 4:30pm

Wage: Per Ordinance

Skills/Duties: Road Inspector to work under the direction of the Municipal Engineer able to perform inspection of public and private construction projects. Must possess knowledge of the principals, practices and techniques related to street, traffic, sanitary and storm drain construction as well as private land development sites. The Road Inspector shall also have knowledge of OSHA safety precautions, Barrier Free access requirements and stormwater management practices.

Road Inspector shall be able to read and interpret construction plans and specification, keep accurate records, prepare a variety of reports, communicate effectively orally and in writing, have excellent customer service skills, establish and maintain effective positive working relationships with co-workers, officials, contractors and the general public.

Duties include the review of project plans and specification, manage aspects of projects including recommendations of payments, change orders and closeout documents, perform inspections for right-of-way openings permits, soil moving permits, and dumpster permits, inspect utility openings, building, certificate of occupancy and pool permits and investigate resident complaints and bring to a resolution. Duties also include general office duties such as phone duties, mail runs office cleaning and maintenance and assist Engineering personnel as required.

Requirements: Minimum of three (3) years of experience in public/private construction and / or inspection.

License: Possession of a valid driver's license is required. Municipal Engineering Construction Inspection Program certificate is recommended.

To apply: Submit a letter of interest indicating the Title and Department of the position you are interested in to Hank Sunyak, Personnel Director.

Closing date: Friday, July 29, 2016

Date Posted: _____ **Posted By:** _____

Department: _____