

TOWNSHIP OF PARSIPPANY-TROY HILLS

OPEN POSITION ANNOUNCEMENT

FULL TIME BUILDING INSPECTOR – CONSTRUCTION DEPARTMENT

Workweek: Monday through Friday, 8:00 am - 4:00 pm – subject to change based upon the needs of the Department and the Township.

Wage: Per Ordinance, White Collar, Non-Exempt

Definition: Under direction, inspects new and existing buildings and structures to ensure compliance with the State Uniform Construction Code and enforces same to ensure public safety, health, and welfare; does related work as required.

Skill/Duties: Knowledge of structural design and analysis techniques necessary to check compliance with the State Uniform Construction Code. Knowledge of the preparation of violation notices and prescribed inspection record keeping. Willingness to obtain Building Subcode Official License within one year of employment. Knowledge of the organization and content of the State Uniform Construction Code regulations, organization, and content of building subcode. Ability to analyze and interpret the State Uniform Construction Code, and other local ordinances that apply to buildings, and other laws, rules, regulation and policies applicable to buildings. Ability to carry out provisions of the State Uniform Construction Code as they relate to residential, commercial, industrial, and high-rise/hazardous structures. Must possess a valid New Jersey Driver’s License. Able to read, write, speak, understand and communicate in English.

Education and Experience: Possession of valid HHS Building Inspector’s License issued by the New Jersey Department of Community Affairs. Candidates with RCS or ICS Building Inspector licenses may be considered with written understanding that they will seek the higher license(s) as soon as possible.

Additional Job Functions: Perform other related work as required.

This job description is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills or working conditions associated with the position and the examples of work for this title are for illustrative purposes only. While it is intended to accurately reflect the position activities and requirements, Management reserves the right to modify, add or remove duties and assign other duties as necessary.

To Apply: Please submit cover letter, resume and copy of relevant license(s) to James Cryan, Business Administrator at jobs@parsippany.net and cc Jennifer Smith at jsmith@parsippany.net.

Closing Date: Open until filled

Date Posted: _____

Posted By: _____

Department: _____

(Return the original signed form to A. Ferrara, Mayor’s Office. Post the copy)