

NOTICE OF JOB OPENING

CITY OF LYNN

RESIDENCY REQUIREMENTS ENFORCED

DEPARTMENT: Inspectional Services

JOB TITLE: **Building Inspector**

VACANCIES: One Permanent Full-Time
(Appointment will be provisional)

HOURS OF EMPLOYMENT: 33.5 Hours – City Hall Hours

SALARY: 1st Step - \$53,184.65
2nd Step - \$54,999.46
3rd Step - \$59,640.38

UNION AFFILIATION: AFSCME Local 193

MINIMUM QUALIFICATIONS:

- Minimum High School diploma, Associates Degree preferred
- Three years' experience in building design, construction, engineering, architecture or related field
- Must possess and maintain a Massachusetts Class D Motor Vehicle License
- Must be able to obtain Massachusetts Building Inspector certification within twelve months of hire
- Must be able to access and traverse constructions sites, uneven terrain and work outside in all weather conditions
- Bilingual in English and Spanish preferred
- Must be able to pass criminal records check (CORI)

DUTIES:

- To review and approve plans and specifications for the installation, repair, alteration, or replacement of buildings and building structural systems for compliance with all applicable codes and ordinances
- To enforce the Commonwealth of Massachusetts State Building Codes, City of Lynn Zone Ordinance and all City of Lynn ordinances authorized
- To inspect all building projects in process of construction, alteration, replacement, and repair for which permits have been issued for compliance with all applicable codes and ordinances
- Investigate complaints of violation of codes or ordinances and take action required to correct condition
- Interprets and gives advice on and enforces building and zoning laws and ordinances
- Issues building permits and keeps records of all inspections
- Strong interpersonal and customer service skills
- Demonstrate ability to interpret and enforce regulation with tact and impartiality
- Performs related work as required

DATE POSTED: Thursday, November 1, 2018

CLOSING DATE: Thursday, November 15, 2018

Applicants must submit an application to the Personnel Department, Room 412, Lynn City Hall, by the close of business (4:00 PM) on Thursday, November 15, 2018.

The City of Lynn is an equal opportunity employer