# EMPLOYMENT OPPORTUNITY

**CHIEF BUILDING OFFICIAL**

## SALARY AND BENEFITS

$27.78 - $33.53 per hour, plus benefits package

**FILING DEADLINE**

5:00 p.m., Open until filled, first application review-February 27, 2017

**DUTIES AND RESPONSIBILITIES**

*The Chief Building Official is responsible for the Building Division of the Planning and Building Services Department. The major duties of the job include:*

* Develop and implement division goals, objectives, policies and priorities.
* Plan, program, direct and participate in all building service activities associated with setting and ensuring compliance with County building standards, and California codes and regulations.
* Coordinate uniform enforcement with building inspectors; provide standardized training.
* Establish and maintain liaison with appropriate government bodies, private firms, organizations or individuals to assist in achieving County objectives and ensuring compliance with appropriate laws and development standards.
* Supervise, train and evaluate assigned staff.
* Perform difficult inspections; investigate problems.
* Perform the most difficult plan checks; perform energy and Title 24 plan checks.
* Resolve disputes between the County and contractors.
* Review current codes and update them, as required.
* Make presentations to the outside groups; explain division policies to the public, developers and builders.
* Advise the department head of building inspection activities.
* Assist the Director in the preparation and administration of the division budget and the development of the Department budget.
* Perform other duties as assigned.

## MINIMUM QUALIFICATIONS

***Education:*** Bachelor’s degree or advanced degree with a major in civil/structural engineering, architecture, construction arts, or a closely related field is preferred, (job related construction and building code administration/enforcement experience may be substituted on a year-for-year basis).

***Experience:*** Five years of experience in building inspection, standards development and plan checking, including one year of supervisory experience.

***License:*** Possession of, or ability to obtain, a valid California driver’s license. Possession of a valid and active certification as a Building Official within two years of date of hire, issued by the International Code Council. Said certification shall be maintained in full force and effect while employed as the Chief Building Official. Other certifications are preferable, such as plan check, electrical, etc.

**SELECTION PROCESS**

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

# How to Apply

It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. For a job bulletin and an application, visit our website at: http://lassencounty.org, or visit our application center at: 221 S Roop Street Susanville, CA 96130. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Department  (530) 251 -8320 

221 South Roop Street

Susanville, California 96130 Opened February 9, 2017

** General Information **

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted prior to employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.