

Town of Topsfield



JOB POSTING

Inspector of Buildings

Title: Inspector of Buildings/Department Head of Inspectional Services
Posting: April 23, 2021 (*remains open until filled*)
Salary Range: \$39.02 to \$45.91 DOQ
Job Classification: Grade 9 Non-Union Classification Plan; FLSA Exempt; Under Personnel Bylaw
Schedule/Hours: 30 hours/week

Summary: The town of Topsfield (Pop. 6,300) seeks qualified candidates for the full-time (30 hours) position of Inspectional Services Department Head/Inspector of Buildings. The purpose of this position is to perform inspection work to ensure compliance with the Massachusetts Building code and local zoning bylaws; performs all other related work as required.

Education: High School diploma required; Associate's Degree preferred

Experience: Five (5) years of experience in the supervision of building construction or design; or any equivalent combination of education and experience.

Sp. Requirements Massachusetts Construction Supervisor's License and State Certification required as a Building Commissioner.
Possession of a valid motor vehicle operator's license.

Supervision: *Supervision Scope:* Performs varied and responsible functions of a technical nature requiring considerable initiative and independent judgment in the application, interpretation and enforcement of building codes, zoning ordinances and other applicable regulations.

Supervision Received: Works under the general direction of the Town Administrator and in accordance with applicable provisions of the Massachusetts.

Supervision Given: Supervises three part time employees.

Key Duties: Detailed job description: www.topsfield-ma.gov

Deadline: Applications will be reviewed starting **Friday, April 30, 2021**. (*Position remains open until a qualified candidate is hired.*)

To Apply: Please submit a letter of interest and resume to dmorong@topsfield-ma.gov or addressed to Select Board's Office c/o Debi Morong 8 W. Common St., Topsfield, MA 01983. (Topsfield is an AA/EEO employer)

More Info: Call 978-887-1500 or email dmorong@topsfield-ma.gov