

FULL TIME JOB POSTING

Title	Delaware County Building Commissioner
Location	Delaware-Muncie Metropolitan Plan Commission Delaware County Building, Room 206 100 W. Main Street Muncie, Indiana
Supervisor	Marta Moody, Executive Director
Qualifications	High School graduate or equivalency Training/5 years experience in the building trades Valid Driver's License Ability to conduct field work Ability to understand and apply building and zoning codes Ability to interpret construction drawings and specifications
Responsibilities	Permitting and Code Enforcement: On-site inspections to determine compliance with Delaware County codes regarding building, electrical, plumbing and HVAC construction/installations and zoning standards; approval of building permits and certificates of occupancy; investigate and respond to complaints regarding building and zoning codes/ordinances; issuance of stop work orders and notices of violation; review and approve construction plans; work with other offices that deal with code enforcement; other duties as may be assigned and/or required to carry out Delaware County code enforcement.
Salary	Up to \$36,721 annual salary with benefits
Weekly Hours of Operation	The office is open from 8:30 a.m. to 4:00 p.m., Monday-Friday.
Apply	Application information is available at www.co.delaware.in.us under Human Resources, Application Information. Send or drop off completed applications to: Delaware County Human Resources Department 100 W. Main St., Room 208 Muncie, IN 47305 FAX: 765-284-5831 Resumes and letters of recommendation are encouraged.
Application Deadline	Application deadline is 3:00 p.m., September 16, 2019 The position remains open until it is filled and applicants will be notified of final decisions.

Delaware County is an Equal Opportunity Employer