



CITY OF KODIAK
2410 Mill Bay Road, Kodiak, AK 99615
Public Works Department
(907) 486-8060 Fax: (907) 486-8066

JOB ANNOUNCEMENT

BUILDING OFFICIAL

CLASSIFICATION and SALARY: D61: \$31.32/hr Exempt

Internal Posting June 15-21 2016

External Posting: June 22, 2016- Open Until Filled

The City of Kodiak, Public Works Department is recruiting for a **Full-Time Building Official** in the Public Works Department. The Department is looking for an experienced team player that has a desire to be a part of a progressive Public Works Department working hard to serve the needs of our Community.


GENERAL FUNCTIONS: This is the second of two levels in the building Safety series. The Building Official is responsible for performing specialized inspection, code enforcement and plans examination duties that ensure the safety of residential, commercial and City owned facilities. Specific responsibilities generally include; inspecting new and existing buildings to determine compliance with applicable electrical, plumbing, and/or housing code; reviewing residential and/or commercial plans to ensure compliance with applicable national and state building codes and local ordinances; determining code violations and initiating enforcement actions; conduction field investigations and maintaining all necessary documentation, reports and records.

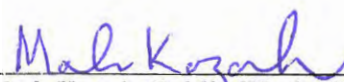
WORKING CONDITIONS: Work is divided between routine office environment and outdoor activities. Fieldwork is required in frequently inclement weather. Hazardous conditions may be encountered on inspection sites. Non-traditional work hours may be necessary. Attendance may be required at City Council, Borough Assembly, Planning and Zoning or other public meetings. Positions in this class typically require climbing, balancing, kneeling, crawling and other repetitive motions.

MINIMUM REQUIREMENTS: Must be a high school graduate or General Educational Development (GED). Associate's degree or two year technical certificate in construction, **Preferred experience:** building inspection, engineering, trades, or related field and five to seven years of inspection and/or code enforcement experience, supervisory experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

LICENSING REQUIREMENTS: Valid Alaska Drivers License. Building Plans Examiner Certification (within 6 months), **Preferred certifications:** Plans Examiner Certification, ICBO Certification and Sworn Code Enforcement Officer

Submit completed and signed original City of Kodiak Employment Application to the Public Works Office 2410 Mill Bay Road or City Manager's Office 710 Mill Bay Road-Room 114 by 4:00 P.M. M-F. Please see our website for the City of Kodiak employment application, <http://www.city.kodiak.ak.us/hr/jobs> or pick up an application at the City Manager's Office. No faxed or emailed applications will be accepted. The City of Kodiak offers a generous benefits package, which includes vacation and sick leave, medical insurance and public employees' retirement.


Mike Tvenge, Deputy City Manager


Mark Kozak, Public Works Director