

# OPEN POSITION

## Inspector – Full-Time Delhi Township, OH

**Date Posted:** July 26, 2021  
**Deadline to Apply:** August 23, 2021  
**Job Title:** Inspector  
**Position Type:** Full-Time  
**Job Location:** Fire Headquarters  
697 Neeb Road  
**Salary:** \$17 - \$23 per hour (DOQ)  
**Hours:** Monday – Friday 8:00am – 4:30pm  
**Population:** 29,510

Delhi Township located in the western portion of Hamilton County is accepting applications for the position of Inspector. The Inspector works under the direct supervision of the Assistant Administrator. The Inspector may assist other Township and Hamilton County departments with respect to matters concerning code enforcement, mapping, and GIS.

The Inspector enforces adopted zoning and nuisance regulations through inspection of sites alleged, or found, to be in violation, ensuring that violations are brought into compliance; processes zoning certificate applications and certificates of compliance; and maintains records, files, and maps of the Community Development Department. The Inspector must maintain good working relationships with all Township employees, with departmental contractors, with the business community and residents as well as with other governmental agencies.

The Inspector must be able to mediate correction of violations, respond to requests for confirmation of property zoning classification, make site inspections, perform inspections during non-traditional work days or hours (as needed), and attend Zoning Commission, Board of Zoning Appeals, and Board of Trustees meetings upon request of the Assistant Administrator or designee. The Inspector will assist in answering incoming telephone calls and forward to the appropriate departments and main counter coverage.

This position requires an associate degree from an accredited college or university **or** experience in code enforcement. Employee must be proficient in the use of Windows based computer operating systems, geographic information system (GIS) preferred. Ability to read and understand site plans, survey plats, and construction drawings. Must possess and retain a valid driver's license and be insurable through the Township's insurance carrier.

### How to Apply:

Submit a cover letter, resume, and an employment application to the HR Director. Applications will be accepted through noon on Monday, August 23, 2021. Application can be downloaded from the Delhi Township website at [www.delhi.oh.us](http://www.delhi.oh.us) as well as viewing the full job description.



**DELHI TOWNSHIP**  
THE FLORAL PARADISE OF OHIO