

OPEN POSITION

Inspector – Full-Time

Delhi Township, OH

Date Posted: February 19, 2019

Deadline to Apply: March 15, 2019

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 Community Development Director. 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 Community Development Director. 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 Manager. Applications will be accepted through noon on March 15, 2019. Application can be downloaded from the Delhi Township website at www.delhi.oh.us as well as viewing the full job description.



DELHI TOWNSHIP
THE FLORAL PARADISE OF OHIO