

# JOB ANNOUNCEMENT

The City of Norwich announces a closed promotional and an open examination to fill a vacancy and establish an eligibility list for the following classification:

## 53352 – ASSISTANT BUILDING OFFICIAL

Planning Department

Open Until: May 13, 2022 at 04:30 PM EST

Rate of Pay: \$67,939.48 - \$73,847.27



### General Description

This is responsible code enforcement and inspection work involving the review of site and construction plans for new residential, commercial, industrial and municipal buildings and the examination of buildings in the process of construction, renovation or repair to assure conformance with applicable government building codes, standards and construction specifications. Work involves responsibility for the protection of the public against potentially dangerous conditions resulting from the use of faulty materials or poor workmanship during the construction, renovation or repair of new and existing building structures. Duties include reviewing building plans for code compliance, issuing permits, conducting field inspections of new and renovated or repaired structures, investigating and resolving complaints of building and property maintenance code violations and taking appropriate enforcement measures to protect the public health and to ensure minimum safety standards and welfare of occupants of structures in the City of Norwich. This position also has the responsibility for making difficult inspection decisions, especially as they relate to older structures which may be candidates for condemnation and demolition. This work requires that the employee have thorough knowledge, skill and ability in the inspection of building structures and in the interpretation of codes, ordinances and standards.

### Qualifications

High school or vocational school graduate with emphasis on construction, electricity, plumbing, or HVAC, plus five (5) years of progressively responsible experience in the field of building construction. Must meet the eligibility requirements and licensure requirements for Building or Assistant Building Official as prescribed by Connecticut General Statutes. Must have state of Connecticut Building or Assistant Building Official license, plus mandatory continuing education through seminars. Must have valid Connecticut driver's license. Must have use of private motor vehicle for job related duties.

### Important Information

In order to be considered, applicants must demonstrate on their application they meet the minimum qualifications as stated in the job announcement.

You must reside within the State of Connecticut, 60 miles from Norwich within one year of appointment.

The complete job description is available online.

**Examination will consist of 100% written.**

To apply visit our website at [www.norwichct.org/hr](http://www.norwichct.org/hr).  
For questions or additional information, call (860) 823-3836.  
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

4/21/2022

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