



Part-Time (On-Call) Building Inspector

Employer: City of Charles Town, WV

Application Deadline: Open until filled.

Contract Compensation: Not to exceed \$10K

Description: Charles Town seeks to hire a part-time/on-call Building Inspector to serve in the absence of the City's full-time Building Inspector and/or abundance of workload, consisting of field inspections during construction, alteration, and repair (i.e. structural, plumbing, electrical, and mechanical) on all structures to ensure state and local building code compliance.

Qualifications:

- Applicants will have a high school diploma and three years of progressively responsible building trade, contractor, or related experience.
- A valid driver's license is required.
- Full Combination of International Code Council (ICC) Residential and Commercial Certifications, to include Electrical Certification.
- WV State Fire Marshal Certification.

To apply: submit a completed city employment application form to the City of Charles Town, ATTN: Alissa Meeks, Director of Community Development, PO Box 14, Charles Town, WV 25414. Applications that are emailed to the city should be sent to ameeks@charlestownwv.us.

A complete job description, list of qualifications, and application form are available for review at www.charlestownwv.us under the drop down menu *Government – Job Vacancies*. The City of Charles Town is an Equal Opportunity Employer.