



Town of Whitestown

Residential Building Inspector

Description:

Located northwest of Indianapolis, the *Town of Whitestown* is one of the fastest growing communities in Indiana. We are a passionate community. Our *ideal* building inspector will have International Code Council (ICC) and International Residential Code (IRC) certifications. If you are looking for a place where the people are engaged and willing to do whatever it takes to succeed, the Town of Whitestown is the place for you! We think it is a great opportunity for the right candidate and hope you will take a moment to consider this position. Our website is: www.whitestown.in.gov.

At the Town of Whitestown, you will be a part of an organization that values its employees as its greatest asset. You will become part of a dedicated team of professionals that are committed to build and maintain a highly engaged workforce. You will be a member of our highly respected building department team with a full complement of resources to support you and exciting projects to keep you challenged.

Position Purpose:

Under the direct supervision of our Senior Building Inspector, you will perform technical residential building inspections and limited plans examining work to enforce compliance with building codes, regulations and ordinances.

Requirements:

Essential Functions and Abilities

- Make field inspections of residential buildings during various stages of construction and remodeling to assure compliance with applicable codes and regulations of the Town and State of Indiana.
- Perform complex inspection duties in trade specialties including plumbing, electrical, mechanical and structural.
- Ascertain conformance to building code, fire, mechanical, plumbing and electrical codes, and pertinent provisions of state and county health and environmental ordinances.
- Inspect concrete, masonry, wood framing, drywall, plumbing, heating and electrical installations, and a variety of other routine building system elements.
- Assure proper and safe installations.
- Approves/disapproves construction to installations based on the applicable code requirements and posts code violation when required.

- Conducts follow-up inspections to determine if the abatement of code violations have been accomplished.
- Confer with contractors, builders, and the general public in the field and office, maintaining good customer service skills when addressing all complaints and questions in a professional manner.
- Explain and interpret requirements and restrictions.
- Keep records and prepare reports in a computerized software system.
- Manages assigned inspection workload.
- Maintains updated knowledge of all applicable state codes and local ordinances.
- Make field reviews of plans and specifications.
- Attends training classes when approved, to obtain and/or maintain certifications.
- Works well within a team environment.
- Perform other related work as assigned.

Supervision - Responsibility for the Work of Others

- This position has no supervisory responsibilities.

Minimum Qualifications:

- High School Diploma or equivalent.
- Valid Indiana driver's license.
- Minimum 2-3 years of experience as a jurisdictional residential building inspector or in the building construction field.
- Additional specialized training in the building trades or a related field is desirable. Preference is given to individuals with the International Code Council (ICC) and International Residential Code (2018)(IRC) certification to perform code inspections on new residential single-family and two-family construction.
- Experience in the application of construction test equipment.

Application Process:

Applicants should forward resumes to the attention of the Town of Whitestown Building Department Director, 6210 Veterans Drive, Whitestown, IN 46075 or contact smetzger@whitestown.in.gov.

Selection Process:

Applications will be screened for the minimum qualifications and special requirements. Applicants meeting the minimum qualifications will be contacted by the Building Department to interview.

Employment Policy:

Each applicant is considered solely based on his/her qualifications as required for the position he/she seeks. The Town does not discriminate based upon an applicant's political or religious opinions or affiliations, or because of his/her race, creed, color, sex, national origin, age, disability, or marital status. All applicants are subject to a background check and drug testing. A standard ninety (90) day probationary period must be served.

The Town of Whitestown is an Equal Opportunity Employer.

Job Information

- **Location:** Whitestown, Boone County, Indiana, United States
 - **Position Title:** Building Inspector
 - **Company Name:** Town of Whitestown
 - **Job Function:** Inspector - Building
 - **Job Type:** Full-Time
 - **Job Duration:** Indefinite
 - **Min Education:** H.S. Diploma/Equivalent
 - **Min Experience:** 2-3 Years
 - **Relocation Reimbursement:** None
 - **Salary:** \$45,000 Annually
 - **Benefits:** Medical, Dental, Vision, Life
 - **Post Date:** 5/13/2021
 - **Closing Date:** Until Filled
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