



TOWN OF FAIRVIEW JOB POSTING

POSITION: Building Official
Posted 11/5/2018

STATUS: Fulltime

AVAILABILITY: Immediate; open until filled

SALARY GRADE RANGE: \$78,918 -\$92,845

BENEFITS:

Benefits include employer paid health, dental, vision, LTD and life insurance; employee TMRS contribution of 7% with a 2:1 employer match; social security; paid time off and holidays.

Description

The Town of Fairview is accepting applications for the position of Building Official. The position, which reports to the Town Engineer, will play a key role in working with the Town Engineer to identify short and long-term operational needs of the department while fostering a working environment of inclusiveness and empowerment. The desired candidate will be a decisive leader who is willing to initiate new ideas and solutions, while remaining open to feedback and suggestions on service delivery philosophy and processes. The position is supported by a permit technician and third-party providers as needed, but will take the lead on all building inspections within the Town. The position is responsible for performing on-site plumbing, electrical, mechanical, energy, zoning, accessibility and other code related inspections on a wide range of residential, commercial, office and retail developments; plan review; and providing building code information to the general public. The Building Official also plays a leading role in educating community stakeholders (builders, contractors, town staff, etc.) about the critical function of building codes and best practices. This position also coordinates with the Fire Marshal and fire inspections.

This is an outstanding opportunity for a progressive building official to work with a fiscally stable community and make a difference. The Building Official should be committed to continuing and expanding current building service enhancement initiatives and have a combination of education and background that enables him/her to pursue this objective.

Requirements:

High school diploma or General Education Degree (GED), five (5) or more years of relevant building inspections experience including plan review and inspections and two (2) years supervisory experience OR equivalent combination of education, training and experience.

Licenses and Certifications:

- Valid Texas Department of Public Safety Driver's License.
- Plumbing Inspector's license issued by the Texas State Board of Plumbing Examiners.
- Commercial Building Inspector/Plans Examiner (ICC-BUI).
- CBO certification by the ICC or obtain in the first six months of employment.

Knowledge of:

- Town organization, operations, policies and procedures.
- Principles and practices of building construction and building trades.
- Federal, state, and local building codes and regulations.
- Planning and zoning ordinances and regulations.
- Methods, procedures, and standards for maintaining municipal building inspection records.
- Supervisory practices and procedures
- Plan review requirements
- Work safety practices

Skill in:

- Analyzing and resolving situations quickly
- Encouraging and facilitating a harmonious work environment, including the following:
Enthusiasm for the job, which includes attendance, performance, and conduct;
Working effectively and cooperatively with others;
Courteous, respectful, and polite demeanor towards co-workers and members of the public.
- Assessing and prioritizing multiple tasks, projects and demands.
- Effective verbal and written communication.
- Operating personal computer utilizing standard and specialized software, including technology applications used in the building permitting and inspections field.

**Applicants must submit Town of Fairview Application for Employment or resume.
Applications are available on the Town of Fairview website, www.fairviewtexas.org .**

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EOE**