

ZONING AND CODES OFFICIAL

Middletown Borough, Dauphin County, Pennsylvania with a population of about 8,900 is searching for a Zoning and Codes Official to coordinate administration and enforcement of the Borough's building, property maintenance, and zoning codes. Work will include reviewing plans for compliance with building and zoning codes, issuance of permits, conducting inspections, and responding to resident complaints and resolving problems concerning compliance with related Borough codes. This position shall serve as the Zoning Officer.

Requirements for this position are a combination of education and job training that demonstrates possession of the skills, knowledge and abilities necessary to perform the functions of the job. An example of acceptable qualifications is completion of an associate's degree and four (4) years' experience in municipal zoning and codes enforcement, or equivalent education and experience. Successful candidate must have a valid PA driver's license.

PA Building Code Official certification preferred. Candidates not possessing this certification would be required to obtain the same within six (6) months of employment in order to serve as the Borough's Building Code Official.

Salary will be commensurate with experience.

Applications should be sent electronically to JOBS@middletownborough.com. Please provide a cover letter, resume, salary requirement, and a list of 3-5 professional references. Applicant information will be kept confidential. Applications are due by July 1, 2016.