



Job Title: Building Code Inspector / Code Enforcement Officer

Location: Town of Hochatown, Oklahoma

Position Type: Full-time

Summary:

The Town of Hochatown is currently seeking a dedicated and experienced individual to fill the dual role of Building Code Inspector and Code Enforcement Official. This position plays a crucial role in ensuring compliance with the adopted building codes, including the 2021 International Building Code (IBC) and the 2021 International Residential Code (IRC), as well as enforcing various town ordinances and regulations related to property maintenance and land use.

Responsibilities:

1. Conduct inspections of residential, commercial, and industrial properties to ensure compliance with the 2021 International Building Code (IBC) and the 2021 International Residential Code (IRC).
2. Review building plans, permit applications, and zoning permits to verify compliance with applicable building codes, zoning regulations, and other relevant ordinances.
3. Perform on-site inspections at various stages of construction, including foundation, framing, plumbing, electrical, and final inspections.
4. Document inspection findings and maintain accurate records of inspections, violations, and corrective actions taken.
5. Investigate complaints related to building code violations, property maintenance issues, and land use violations.
6. Work closely with property owners, contractors, developers, and other stakeholders to address code violations and ensure timely compliance with building codes and town ordinances.
7. Issue citations, notices of violation, and stop-work orders as necessary to enforce building codes and ordinances.
8. Coordinate with other town departments, such as planning and zoning, to ensure coordinated enforcement efforts and consistent application of regulations.
9. Provide information and assistance to the public regarding building code requirements, zoning regulations, and other town ordinances.
10. Attend meetings, hearings, and court proceedings as needed to present evidence and testimony related to code enforcement cases.

Qualifications:

1. A minimum of 3 years of experience in building code enforcement, construction inspection, or a related field.

2. Thorough knowledge of the 2021 International Building Code (IBC), the 2021 International Residential Code (IRC), and other relevant building codes, ordinances, and regulations.
3. Strong analytical and problem-solving skills, with the ability to interpret and apply complex building code requirements and zoning regulations.
4. Excellent communication and interpersonal skills, with the ability to effectively communicate with diverse stakeholders and resolve conflicts diplomatically.
5. Proficiency in using computers and mobile devices for inspection documentation, record-keeping, and communication purposes.
6. Valid driver's license and reliable transportation for conducting on-site inspections throughout the town.
7. Certification as a Building Inspector or plans examiner by a recognized accrediting organization (e.g., International Code Council) is preferred but not required.
8. High school diploma or equivalent required; additional education or training in building inspection, code enforcement, or a related field is desirable.

Physical Requirements:

1. Ability to conduct inspections in various weather conditions and on uneven terrain.
2. Ability to climb ladders, access confined spaces, and lift up to 50 pounds.

Salary and Benefits:

Competitive salary commensurate with experience. The Town of Hochatown offers a comprehensive benefits package, including health insurance, retirement plans, paid time off, and professional development opportunities.

Application Process:

To apply, please submit a resume and cover letter detailing your qualifications and experience to Adam@Hochatown.Gov. Applications will be accepted until position is filled.

The Town of Hochatown is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.