

The Town of Georgetown is seeking a Building Commissioner/Zoning Enforcement Officer to perform technical and inspection work related to all new buildings, repairs, additions and/or alterations. Candidates must have thorough knowledge related to enforcement, interpretation, and compliance with the Mass. State building code, local zoning ordinance, and other applicable regulations.

The person selected will investigate/act on alleged violations; issue notices & orders to rectify illegal or unsafe conditions/structures; receive & review plans for building construction or alternations to determine compliance; and keep records of all inspections and approved plans. Ability to read and interpret blueprints, drawings and plans; and prepare necessary diagrams is also required.

Position provides some but limited support to the Zoning Board of Appeals

Possession of a Mass. Class D Motor Vehicle Operator's License required. Candidates must possess certification as a local inspector and acquire Inspector of Buildings certification within 18 months. Possession of a Building Commissioner/Inspector of Buildings certification preferred.

Salary commensurate with experience. Position is flexible with a minimum of 20 hours/maximum of 40. Starting Salary TBD depending on hours and schedule. Submit resume and references to: Orlando Pacheco Town Administrator, Town of Georgetown, 1 Library St., Georgetown, MA 01833. AA/EOE. Position will be open until filled.

Position Information Sheet is available at www.georgetownma.gov