

City of Rehoboth Beach

Sharon Lynn  
City Manager

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### Classified Ad

#### **Position: ASSISTANT BUILDING INSPECTOR**

The City of Rehoboth Beach Building and Licensing Department seeks an individual to perform experienced work reviewing residential and commercial plans and specifications for general conformance with the model codes and standards of the International Code Council (ICC), federal and state laws, and local ordinances.

**Responsibilities:** Perform a broad range of plan reviews for residential structures; assist with commercial plan review as needed. Review plans for general conformance with the ICC, federal and state laws, and local ordinances. Make interpretations of the building, electrical, plumbing and mechanical code requirements that define approved system installations; prepare plan review letters outlining code deficiencies identified during plan review. Provide customer service to the general public, internal customers and outside agencies; answer questions related to the code. Act as liaison between the office, general contractors, trade contractors, and property owners; act as liaison with other City of Rehoboth Beach departments. Serve as a technical assistant to the Chief Building Inspector.

**Requirements:** Any combination of education and experience equivalent to an Associate's degree in architectural, engineering technology, or related field; and, considerable experience in building construction; building, fire, or housing inspections; plumbing, electrical, or mechanical trades, or fire protection.

Must possess a valid Delaware driver's license and have an acceptable driving record. Must possess, or be able to obtain within 12 months of hire, a Residential Plans Examiner certification from the ICC. Must possess, or be able to obtain within 3 years of hire, the following certifications from the ICC: Building Plans Examiner, Residential Building Inspector, Mechanical Plans Examiner, and Plumbing Plans Examiner. Knowledge of the principles and practices of architecture, engineering, fire protection, and building construction methods and materials; codes, principles, techniques, and equipment used in building, or plumbing and mechanical systems; and, principles and processes for providing customer service. Skilled in Microsoft Office Suite software. Demonstrate ability to maintain effective working relationships with contractors, building owners, and the public. Ability to communicate and enforce codes tactfully, effectively and impartially with the public, both verbally and in written form is essential.

Salary dependent on qualifications, excellent benefit package offered.

Applications are available on the city website at [www.cityofrehoboth.com](http://www.cityofrehoboth.com). Applications must be submitted to Sharon Lynn, City Manager by 2:00 pm, July 28, 2017 at City of Rehoboth Beach, 229 Rehoboth Avenue, Rehoboth Beach, DE 19971 (EOE).