



CITY OF HEATH

Mark D. Johns
Mayor

Jay R. Morrow
Auditor

David C. Morrison
Director of Law

1287 Hebron Road * Heath, OH 43056 * P: (740) 522-1420 * F: (740) 522-6324 * www.heathohio.gov

Building and Zoning Inspector

The City of Heath Civil Service Commission will conduct an examination for a Building and Zoning Inspector on Tuesday, April 2, 2019 at Hoback Park Shelter House, 60 Dorsey Mill Rd, Heath, Ohio, at 6:30 p.m.

The Building and Zoning Inspector is responsible for reviewing plans and inspecting construction sites for both privately and publicly owned development projects, enforcing local, state, and federal zoning codes, maintaining the City's Geographic Information System (GIS) and performing job related duties as assigned by the Chief of the Division of Building and Zoning Department and/or Mayor.

Qualified candidates must have communication skills, be self-motivated and willing to take the initiative: be proficient in Microsoft Office programs, experience with ESRI ArcMap and/or a Computer drafting software is a plus; must be able to read and understand civil engineering practices and concepts as well as EPA NPDES and FMA NFIP rules and regulations; must be able to schedule and attend meetings with design professionals, developers, contractors and general public as needed. Some evening work will be required.

Employment standards for this position include: Must have an Associate's Degree in engineering/related field or a high school diploma and 5-10 years of experience within an engineering related field. Must possess a valid State of Ohio motor vehicle operator's license; Must have ability to interpret and understand construction drawings and specifications; Must have the ability to effectively and tactfully communicate with the general public; and Must have a general knowledge of local governmental operations and zoning regulations.

Starting salary is \$39780.09. The City of Heath offers a competitive benefit package which includes Ohio Public Employees Retirement System, paid holidays, vacation, personal days, accrued sick pay, and longevity.

Applications for admission to the exam may be obtained at Heath City Hall, 1287 Hebron Rd. Heath, Ohio 43056, and Monday – Friday 8:30 am – 4:30 pm or downloaded from our website, www.heathohio.gov. The application must be completed and returned to the same address along with copies of valid Ohio Driver's License and any relevant certifications no later than Friday, March 29, 2019 at 4:30 p.m. **Resumes only are not acceptable.**

Those wishing consideration for extra credit for military service must attach a copy of their DD214 Form to their application showing that they have been honorably discharged from military service and return with packet.

Applicants must produce photo identification at the location on date of the examination. Any further questions, please call Debbie Whitefield at (740) 641-2571.

The City of Heath is an Equal Opportunity Employer

Paul Peterson, Secretary
Heath Civil Service Commission