

Code Enforcement Officer for the City of Crescent City. Part-time 20 hours per week. Pay Rate: \$11.00 to \$12.50 per hour, DOQ. This position will enforce the codes of the city. Responsibilities will include investigating reports of violations of city codes, laws and regulations. Conduct inspections and re-inspections of commercial buildings, residential buildings and vacant land. Prepare notices of violations. Prepares documentation of violations for presentation and testifies before the City's code enforcement board, the county's special magistrate, and the City Commission. Works with all government agencies with a need for code assistance. Experience with municipal codes and regulations; as well as knowledge/experience with housing, building and zoning codes and knowledge of housing and building practices is a plus. Must demonstrate an ability to be professional, courteous, and communicative in difficult situations. Graduation from high school or equivalent. Ability to secure Level I certification within 12 months is a requirement of the position; Level II or Level III required within 24 months is also required. FACE certificate preferred or ability to secure certificate within 12 months of employment. Reimbursement for cost of courses and testing provided upon successful completion of same. Must have a valid FL driver's license. Requires considerable physical activity including but not limited to climbing, walking, lifting, stooping, pulling. Subject to being required to report to work during a declared disaster. Detailed job description and list of qualifications, skills and abilities can be found on the website at: <http://crescentcity-fl.com> or by coming to City Hall to review the posting. General City Application for this position must be completed to be considered for this position. Crescent City is an EOE, Drug Free Workplace and an E-Verify employer. Open until filled.