

Warren County Human Resources
602 West Ridgeway Street
P.O. Box 619
Warrenton, NC 27589



Monday - Friday 8:30am to 5:00pm
Telephone: (252) 257-3574
Facsimile: (252) 257-5971
www.warrencountync.com

EMPLOYMENT OPPORTUNITY WARREN COUNTY CODE ENFORCEMENT OFFICE

POSITION: Code Enforcement Officer

DUTIES: Performs intermediate technical work inspecting building, electrical, mechanical & plumbing systems for compliance with State & local construction codes; does related work as required. Keeps records regarding inspections. Makes inspections of existing structures for hazardous conditions and structural failures; assists & advises contractors or regulations. Review and make detailed checks of plans & specifications & permit applications & inspect structures in the process of construction, alteration or repair for compliance with building, electrical, plumbing & mechanical code requirement & for application of safe construction practices; advises of necessary corrective mechanical code requirements & for applications of safe construction practices; advises of necessary corrective action. Work is performed under the regular supervision of the Code Enforcement Administrator. Work is performed under the regular supervision of the Code Enforcement Administrator.

EDUCATION/EXPERIENCE: Graduation from high school and either a minimum of Level I certification in two or all of the following five trades: building, fire, mechanical, electrical & plumbing or the ability to obtain probationary certifications in these trades or graduation from college with a degree in urban planning, horticulture, landscape architecture or related field and the ability to obtain probationary certifications in the trades as noted. Must possess a Level I certification in at least two of the five trades within 2 years of employment. Possession of a valid North Carolina driver's license

SALARY: \$37,064 - \$57,450 annually

Warren County applications will be accepted **Until Filled** at the Division of Workforce Solutions, 210 W. Ridgeway Street, VGCC Campus Building 1, Room 1106, Warrenton, NC 27589 or at the Warren County Human Resources Department, 602 W. Ridgeway Street, Warrenton, NC 27589. Applications are available at www.warrencountync.com.

Warren County is a drug free workplace. Positions designated () as Safety Sensitive require pre-employment drug testing. In compliance with the Immigration Reform and Control Act of 1986, Warren County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.*

Warren County is an Equal Opportunity Employer

TDD 1-800-735-2962