

TOWN OF SCITUATE BUILDING/ZONING OFFICIAL

The Town of Scituate, RI is accepting resumes for the position of Building & Zoning Official.

Candidates must hold certification from the State of Rhode Island as a Municipal Building Official and have experience in all phases of building construction, including site inspections. Applicants must have working knowledge of the State Building Code and be able to review building plans and site plans in accordance with local ordinances. Candidates must be able to work with others in a supervisory and mutual support position. The applicant will need to possess good communication skills and the ability to interact at all Town and State government levels as well as with the local population. Computer and writing skills are essential. Must attend all Town Council meetings.

Zoning Enforcement – Interpret and enforce the provisions of the Zoning Ordinance. Provide guidance, clarification and issue zoning certificates to requesting parties. Receive and investigate violations that are alleged to have occurred and to notify in writing the person responsible for such violation, indicating the nature of the violation and order the action necessary to correct it. Perform such other duties and exercise such other powers as are authorized by the Ordinance. Attend Zoning Board and Plan Commission meetings as needed.

This is a full-time position (35 hrs. per week), including some evening meetings, with a salary of commensurate with experience.

**Qualified candidates may forward a resume and cover letter to:
Town of Scituate, Building Office, P.O. Box 328, N. Scituate, RI 02857
or Email: cmcdermott@scituateri.org**

SUBMISSION DEADLINE MONDAY, NOVEMBER 28, 2022 @ 4:00 P.M.

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