



Town of Yarmouth Job Posting

Posting Date: May 23, 2022
Job Title: Housing Inspector
Department/ Division: Inspectional Services / Health Division
Union Affiliation: SEIU Local 888 Unit A
Status: Full-time
Pay Grade: 10
Hours Per Week: 40
Pay Rate: Starting \$28.57 per hour, plus benefits

ESSENTIAL FUNCTIONS:

The Town of Yarmouth seeks a qualified candidate for full-time Housing Inspector I to join their Health Division team!

Working under the general supervision of the Director of Health, the Housing Inspector conducts rental housing inspections, responds to complaints, distributes annual rental registration application, enters and maintains data, and issues rental occupancy permits through the Town's computer program; prepares documentation for, and attends, court proceedings.

RECOMMENDED MINIMUM QUALIFICATIONS:

Associate's degree in Public Health or related field required. Bachelor's Degree preferred, as well as two years' experience in Public Health, building trade or related field.

Ability to read and interpret blueprints, drawings, and plans. Ability to prepare necessary diagrams. Ability to reach and enforce regulations firmly, tactfully, and impartially. Ability to maintain complete and accurate inspection records and prepare reports. Ability to communicate effectively in oral and written form.

Massachusetts Class D motor vehicle operator's license required

Constant light to moderate physical effort demanded in making inspections.

APPLICATION PROCEDURE:

Please complete an employment application form. (Current employees are not required to complete an employment application form). Submit completed employment application form, resume and cover letter to humanresources@yarmouth.ma.us with "Housing Inspector" in the subject line and include your full name, address, phone number and email address on the cover letter and resume. Applications received prior to June 2, 2022 will receive preference.

The Town of Yarmouth is an Affirmative Action/Equal Opportunity Employer/Disabled/Veterans/M/F. We encourage Veterans and those with Disabilities to apply. Applications are reviewed confidentially. Applicants that require accommodation in the job application process are encouraged to contact us at (508) 398-2231 x1274 or email humanresources@yarmouth.ma.us for assistance.