



## **INTERNAL/EXTERNAL POSTING**

### **Position: Building Official**

The City Commission desires candidates who are visionary, innovative and team oriented in their approach, and able to employ a style that engenders mutual trust and openness with community Partners and Stake holders. Employees are responsible for reviewing development operations to verify conformity with approved plans and specifications in their respective trades. Objective is to evaluate compliance with all local, State and Federal laws, ordinances, and regulations to ensure the safety and welfare of the general public. This position reports directly to the Community Development Director.

#### **Duties:**

- Performs systematic site inspections of one or more skilled trades work for new construction and renovations within the City, to evaluate compliance with all applicable local and State laws.
- Enforces the Florida Building Code and the LDC.
- Flood Plain Management
- Review proposed site plans, building permit applications, concept sketches for compliance with local, state and federal codes and regulations.
- Certifies the issuance of all building permits
- Verifies compliance for approved building permits, plans and specifications; reviews and approves workmanship of completed projects.
- Other duties and responsibilities as assigned. (Job Description available upon request)

#### **Skills/Qualifications:**

- Knowledge of current codes and regulatory standards governing the state's building construction industry in the respective trade/discipline(s) assigned to the position.
- Knowledge of all functions relevant to the processing and approval of building construction projects in the respective trade/discipline(s), e.g., plans review, licensing, permitting, and inspections.
- Ability to review and interpret construction project plans; ability to provide technical interpretation of applicable construction codes and regulatory standards.
- Additional skills/qualifications are listed within the Job Description (available upon request).

#### **Educational Requirements:**

- High School Diploma or GED; appropriate State Certifications and license for the position in one or more of the respective trades/disciplines as designated under the provisions of Florida Building Code; supplemented by five (5) years' experience in building construction or an equivalent combination of education, training, and experience.

#### **Professional Licenses:**

- Must possess a valid Florida Driver's License.
- Must possess Florida Certified Building Official (CBO) certification(s).
- Preferred Certified Flood Plain Manager (CFM)

Candidates are requested to complete City Employment Application (copies available at the Bunnell Customer Service Office 604 E. Moody Blvd Unit 6 or on the city website at [www.bunnellcity.us](http://www.bunnellcity.us)). The application is to be forwarded along with a personal resume' to: [breed@bunnellcity.us](mailto:breed@bunnellcity.us). Internal applicants MUST submit a letter of intent that includes a statement or information on how they qualify for the position.

**Pay: \$38.57 - Negotiable D.O.E.**  
**Posting Start Date: May 1, 2023**  
**Closes: Open until filled**