

Codes Enforcement Officer

Department

Building and Codes Department

Summary

The employee performs all activities related to ensuring compliance with City codes and ordinances including on-site inspections, documentation preparation, and issuance of citation. Applicant must have proven strong communication skills.

Qualifications

- Must be available to work 40 hours per week
- Must be at least 18 Years of age.
- Must be able to regularly stoop, kneel, crouch, bend, twist, and crawl.
- Must be able to lift, carry, push, and/or pull objects and materials up to 30 lbs.
- Must be able to climb ladders and scaffolding to heights of 30 feet; to climb onto, walk on, and get off of roof structures; to get in and out of tight spaces within approved safety limitations.
- Possess a Valid Driver's License
- Earned a High School Diploma or GED
- Possess or have the ability to obtain International Code Certification for Property Maintenance and Housing Inspector within 12 months of employment.
- 1-2 years previous code enforcement experience or equivalent training preferable

The City of East Ridge is an Equal Opportunity Employer and TN Drug-Free Workplace

Applications may be submitted electronically or mailed to City Hall to Michelle Sinigaglio, Human Resources Director via e-mail: msinigaglio@eastridgetn.gov.

City of East Ridge
ATTN: Human Resources
1517 Tombras Avenue
East Ridge, TN 37412