



CITY OF BRIDGEPORT, CONNECTICUT

The City of Bridgeport, CT is now accepting resumes for the position of

BUILDING OFFICIAL

SALARY: \$101,714.00 – \$102,223.00 – This position includes a comprehensive benefits package including a Retirement Pension administered by MERS (Municipal Employees Retirement System).

TO APPLY: Please mail, deliver or email a resume, a cover letter, **copy of current State of Connecticut Building Official License (if applicable)**, and three professional references to the Civil Service Commission office, Room 106, 45 Lyon Terrace, Bridgeport, CT 06604. You can email required documents to COB.Jobs@bridgeportct.gov.

Resumes must be submitted or postmarked no later than Friday, May 30, 2014.

GENERAL STATEMENT OF DUTIES:

Under the general supervision of the Director of Land Use and Construction Review within the Office of Planning and Economic Development, the building official is charged and authorized to enforce the provisions set forth in Connecticut General Statutes section 29-261.

The building official shall have the authority to adopt policies and procedures in order to clarify the application of its provisions. Such policies and procedures shall be in compliance with the intent and purpose of the state building code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for the state building code, nor shall they have the effect of establishing requirements in excess of those set forth in the state building code.

REQUIRED KNOWLEDGE, SKILL AND ABILITIES:

1. Licensed as a Building Official
2. A working knowledge of municipal governmental operations.
3. Ability to work independently at the highest level.
4. Excellent communication skills and ability to write clear and concise memos, reports and documentation.
5. Strong organizational skills and project management skills.
6. Able to analyze and diagnose problems as well as research and interpret codes, regulations, standards, plans and specs, legal descriptions, and various government documents.
7. Customer service oriented and be sensitive to the public process.
8. Attendance at work related meetings, activities and/or events, outside of normal business hours, will be required as needed.

QUALIFICATIONS:

Licensed State of Connecticut Building Official strongly preferred*.

The building official shall have at least five years' experience in construction, design or supervision or equivalent experience as determined by the Commissioner of Public Safety.

They shall be generally informed on the quality and strength of building materials, on the accepted requirements of building construction, on the accepted requirements of design and construction relating to accessibility to and use of buildings by the physically disabled, on good practice in fire prevention, on the accepted requirements regarding light and ventilation, on the accepted requirements for safe exit facilities and on other items of equipment essential for the safety, comfort and convenience of occupants and shall be certified under the provisions of CT General Statutes section 29-262.

**non licensed appointees must be licensed by the State of Connecticut within 90 days of appointment – if the candidate fails to obtain the proper licenses, they will be terminated immediately.*

For further information and contact:
CIVIL SERVICE COMMISSION
45 LYON TERRACE
BRIDGEPORT, CT 06604
TELEPHONE: 203-576-7103

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