



TOWN OF LAKE PARK:
Code Compliance Officer

Under the general supervision of the Community Development Director, responsible for inspecting commercial and residential buildings, premises, and land uses for conformance with the Minimum Housing Code, zoning regulations, and other Town Ordinances including but not limited to, sign, landscape and parking requirements. Work involves informing and educating the community of Town services and regulations relating to the physical and sanitary conditions of buildings and properties. This is done through personal contact in the field with property owners, phone calls, emails, and presentations at magistrate and public meetings, as may be needed. The Town's Community Development Block Grant (CDBG) areas will be of specific focus. Overtime work will likely be required for the first 6-12 months of employment and may result in 48+ hour work weeks that will be compensated accordingly. Evenings and weekends will be required on an as-needed basis. Hours are flexible. Employees in this position may receive advice or assistance from other departmental staff or a supervisor concerning unusual or difficult inspections; however, most field work is done independently and requires knowledge of applicable regulations. Refers information on existing violations to other Town departments or to outside agencies and may be required to act as an intermediary among various entities. Work is reviewed through observation, conferences and reports submitted to assigned staff within the department. Graduation from an accredited high school or vocational school or possess a GED certificate from a recognized issuing agency are required. Must possess at least two (2) years of paid work experience dealing with the public in any of the following types of work: code or law enforcement, planning, building inspection or construction, investigation, or other closely related fields; or, must possess any level of F.A.C.E. (Florida Association of Code Enforcement) Certification, or equivalent certification (i.e. American Association of Code Enforcement, Careers in Code Enforcement, Relevant State Association of Code Enforcement). Must possess a valid Florida driver's license with an acceptable driving record, or if out of State must be eligible to attain a Florida driver's license upon commencement of employment. Pay range: \$16.09 to \$27.07 per hour. **Deadline for Receipt of Applications: 5:00 p.m. on March 15, 2019. Applications may be obtained from and must be submitted directly to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. All applicants shall be subject to a criminal background check. Application forms may be downloaded from the Town's website at www.lakeparkflorida.gov. Applications will not be accepted by fax or by email. Phone: 561-881-3300. An Equal Opportunity Employer.**