



JOB OPENING

JOB TITLE	Code and Zoning Inspector
POSTING DATE	June 19, 2024
CLOSING DATE	Open Until Filled.
DEPARTMENT/DIVISION	Planning & Community Development/Zoning
EMPLOYEE GROUP	TPOAM
EMPLOYMENT STATUS	Full Time/Regular
START DATE & WORK SCHEDULE	ASAP Monday – Friday, 8:30 a.m. to 4:30 p.m. (Overtime as needed)
PAY RATE	\$ 59,214 - \$ 67,784
PREVIOUS WORK EXPERIENCE	Experience involving a high level of public contact including some experience dealing with the public in an enforcement, inspection, or customer service capacity. Experience that includes the enforcement of municipal codes is preferred.
EDUCATION:	Associates degree or equivalent combination of education and related work experience necessary; Bachelor's degree in related field desirable.
SPECIAL SKILLS & TRAINING	Proficient in the use of Microsoft Office applications including PowerPoint. Ability to learn new software such as BS&A. Must demonstrate ability to perform job functions accurately, confidentially, and in an organized manner.
BASIC RESPONSIBILITIES	Travels throughout the City conducting on-site inspections of property to determine conformity with City Code and Zoning Ordinance. Initiates compliance actions, maintains records, prepares reports, reviews plans for compliance, and testifies or represents the City in court as necessary. Processes citations and issues court orders, physically remove illegal signs posted on trees, and telephone poles located on City right of way. Cooperates with other Departments of the City to achieve compliance with the City Code and Zoning Ordinance.
HOW TO APPLY	All candidates must complete a City of Farmington Hills employment application . Applications are located at www.fhgov.com or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents to hr@fhgov.com or in person to the HR Department for consideration. Current employees should submit a letter of interest and resume to Human Resources.

The City of Farmington Hills is an Equal Opportunity Employer.

We work hard to enable all employees to succeed and, to that end, we welcome diverse talent and cultivate an inclusive environment that encourages collaboration and creativity. We're committed to building a workforce where people thrive by being themselves and are inspired to do their best work every day.