

NOW HIRING

Delta Township Building Department



POSITION: Code Enforcement & Rental Inspector **SALARY:** \$61,775 - \$74,130 DOQ

The Code Enforcement & Rental Inspector performs rental inspections for apartments, single family/duplex rentals, and hotels, investigates code compliance complaints, enforces local ordinances related to blight and other nuisances, assists in researching problems and complaints, prepares information and attends hearings with the Eaton County Magistrate, and performs other related duties.

GENERAL DUTIES

Under the direction of the Building Director, investigates and enforces municipal codes of the Township. Investigates complaints, prepares notices of violations and abates code enforcement violations through either voluntary compliance or legal means. Performs a variety of administrative and technical functions involved with rental properties in the Township to administer within the local Rental Property Maintenance Program. Provides support to the Building Director and staff as directed.

**Salary Range of
\$67,748 - \$88,073 DOQ
for candidates with Building or
Trades Inspector License**

QUALIFICATIONS

- Ability to communicate in writing and orally
- Ability to establish working relationships with employees, supervisors, contractors, owners and the general public
- Ability to read, understand, and enforce the assigned codes in a progressive manner.
- Knowledge of general construction, building, electrical, plumbing, mechanical systems is desirable

GENERAL FACTS

- Work is performed both in indoor and outdoor settings in all weather conditions
- Office work is also required
- The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl
- Descending into confined spaces may be required

REQUIREMENTS

- HS diploma or GED
- Possess and maintain a valid driver's license
- Additional education or training is desirable
- Candidates should be able to obtain Property Maintenance and Housing Inspector - 64 certification with the International Code Council (ICC) within six months (employer sponsored)
- Proficient with utilizing software such as Microsoft word and excel, BS&A, or similar software a must
- Requires general knowledge of building construction and codes

BENEFITS

- Blue Cross Blue Shield health insurance coverage with a Township H.S.A. contribution up to \$1,800
- Health Insurance opt out of \$3,500
- Retiree Health Insurance
- Longevity Payments beginning at 5 years
- Paid holidays and accrued vacation and sick leave
- Dental, life insurance, disability insurance
- Licensing fees paid for by the Township

APPLY

Qualified candidates should apply submitting a cover letter and resume, to Wendy Yaney by email at wyaney@deltami.gov, via mail to 7710 W. Saginaw Hwy., Lansing, MI 48917 or fax to 517-327-1703.

Application Deadline: Monday March 11, 2024

EQUAL EMPLOYMENT OPPORTUNITY

An inclusive and welcoming environment is our first priority. Delta Township is an equal opportunity employer and is dedicated to the goal of building a culturally diverse staff. Delta Township strongly encourages applications from minorities and women. It is the policy of Delta Township not to discriminate against because of actual or perceived race, color, religion, national origin, sex, age, height, weight, marital status, physical or mental limitation, source of income, familial status, sexual orientation, or gender identity/expression. The following person has been designated to handle inquiries regarding the non-discrimination policies: Brian Reed, Township Manager, 7710 W. Saginaw Hwy., Lansing, MI 48917 or at (517) 323-8590.