

Building & Zoning Supervisor

The City of Highland seeks qualified applicants for the position of **Building & Zoning Supervisor**. Primary responsibility is for the City's Building & Zoning Division operations within the Economic and Community Development Department including the administration, supervision and coordination of all planning, property management and building inspections.

An Associate's Degree in Construction, Public Administration or related field; at least 5-7 years of related work and supervisory experience including State, County, City Building Codes, Nuisance Code Enforcement are required. ICC Certifications are also required. Candidates must have demonstrated leadership capabilities, effective interpersonal skills and excellent written and oral communications skills. Candidates must be organized, self-motivated, detail orientated and be proficient in MS Office, GIS and Code Enforcement related software. City of Highland residency is required within one year of hire.

If you meet the qualifications outlined above please send a resume or completed application no later than December 2, 2016 to: City of Highland, Attn: Director of HR, 1115 Broadway, P.O. Box 218, Highland, IL. 62249. Applications are available on the City website or at City Hall. A complete job description can be obtained by contacting Director of HR at lschoeck@highlandil.gov. EOE