



## *Town of Scarborough, Maine*

259 US ROUTE ONE, PO BOX 360  
SCARBOROUGH, MAINE • 04070-0360

### **Planning Department Code Enforcement Officer**

The Town of Scarborough Planning and Code Enforcement Department is seeking an additional full-time Code Enforcement Officer to round out our Code Enforcement Team that currently consists of our Zoning Administrator and two Code Enforcement Officers. Scarborough has a significant level of development and construction activity, and our building codes and land use requirements are contemporary and comprehensive. Given this, the Planning and Code Enforcement team is looking for an individual who enjoys a fast-paced work environment, is enthusiastic and energetic, and works well with the public, to complete our team.

In particular, Scarborough is seeking a responsible, energetic, and congenial individual who works well within a team and independently, has strong customer service and communication skills as well as a thorough background and interest in building, construction, zoning, land use, environmental regulations and/or engineering.

The functions and duties of this Code Enforcement Officer position will include: reviewing and issuing permit applications for buildings, electrical, plumbing, and a variety of other development and land use activities; inspecting buildings and other structures for structural safety, fire safety, sanitation and other code compliance; enforcing a wide range of state and local rules and regulations; and assisting the Zoning Administrator and other Code Enforcement team members on the enforcement and administration of the municipal codes and ordinances. This position also performs plumbing, electrical and energy code inspections and investigates complaints of alleged violations of building, zoning and land use codes and ordinances. This Code Enforcement Officer will work closely with fellow department and team members; staff of other town departments; developers, contractors, and the general public, and need the skills and attributes to provide help, guidance and assistance, as well as enforcement and oversight to this diverse range of customers in a customer-friendly manner.

This position requires a High School Diploma or GED; a valid motor vehicle operator's license; and preferably a minimum of two years' experience in the Code Enforcement/Building Inspection or closely related field. In addition, State of Maine certifications in the Maine Uniform Building and Energy Code plumbing, electrical, and shoreland zoning or the ability to acquire these certifications within six to twelve months of hire are also required. Interested applicants can find more information on certification at <http://www.maine.gov/decd/meocd/ceo/>. Preferred qualifications include a college degree or vocational training in building construction and design, or a related field, and experience in the construction industry. Any equivalent combination of education and experience may be considered at the discretion of the Town.

Apply Online: <https://www.applitrack.com/townofscarborough/OnlineApp/default.aspx?all=1>

The Town of Scarborough offers a competitive salary plus a comprehensive benefits package. Applications must be received by Sunday, July 22, 2018. For additional information call (207) 730-4025 or email [hr@scarboroughmaine.org](mailto:hr@scarboroughmaine.org).

*-Equal Opportunity Employer-*

*Scarborough is a diverse community with a commitment to the quality of life and the environment. Scarborough offers lovely sandy beaches and the rocky coastline made famous by a local artist, Winslow Homer. The largest saltwater marsh in Maine is located within our boundaries along with Rachel Carson Wildlife lands. We also have a balance with our commercial businesses. The newest area for businesses to locate in Scarborough is along the Haigis Parkway, located right at Exit 42 of the Maine Turnpike. We are a suburban community that offers open spaces, parks and recreational areas for our residents and visitors.*

*Scarborough is conveniently located in Cumberland County in southern Maine, approximately 7 miles south of the City of Portland. It is just a short drive to Portland and the Maine Mall with easy access to the Maine Turnpike, Portland Jetport and now passenger rail service to Boston and points south. The Scarborough Town Hall is located at 259 U.S. Route 1, just south of the junction of Rt. 1 and Black Point Road/Gorham Road.*

