

## POSITION ANNOUNCEMENT ROCHESTER HILLS, MICHIGAN INSPECTION SERVICES MANAGER

**Rochester Hills, MI (pop. 74,696)** – The City of Rochester Hills, a highly desirable community located in northern Oakland County, Michigan, seeks innovative and dedicated candidates for its Inspection Services Manager position. Nationally recognized for its quality of life and resident satisfaction, Rochester Hills has been developed according to its Master Plan and is home to a wide array of industries including computer technology, electronic research, development and manufacturing, and warehousing and distribution. In addition, the City boasts more than 1,000 acres of parkland and a thriving cultural environment.

The City is seeking candidates that possess strong personnel management skills and technical expertise. This position is expected to independently manage the planning and day-to-day work of the City's Building Inspection Division. The Inspection Services Manager has a high level of contact with the public, developers, elected/appointed boards, and judicial offices. The successful candidate will demonstrate professionalism and a strong aptitude for communicating clearly, respectfully and in a helpful manner. Ideal candidates will have a demonstrated commitment to internal and external customer service.

The position is part of the City's Building, Ordinance and Facilities Department and works under the general supervision of the Deputy Director of the department. This position is part of the leadership team of the department and acts as a back-up for the Deputy Director and Director of the Department. This position is responsible for the day-to-day leadership and supervision of 8 full-time and 2 part-time Inspectors. In addition, the position manages a pool of approximately 4 "on-call" Inspectors, who perform work for the City on an as needed basis.

Recently, the City transitioned to fully-digital, cross departmental, plan review and approval system through the implementation of Bluebeam software. The next Inspection Services Manager will have an exciting opportunity, and support from City leadership, to continue to develop a strong culture of innovation and commitment to customer service.

Candidates are required to have:

- Associate degree in construction or a closely related field or two (2) years of related college course work.
- A minimum of five (5) years' work experience in building inspections/plan reviews.
- Previous supervisory experience.
- Registration with the State of Michigan under Act 407 as a Building Inspector/Plan Reviewer as determined by the State of Michigan or equivalent out-of-state experience to qualify for registration with the State of Michigan under Act 407.
- Registered Building Official or the ability to become registered as a Building Official within six (6) months of hire date.

- International Code Council (ICC) certified Residential Building Inspector, Commercial Building Inspector, Residential Plan Reviewer and Commercial Plan Reviewer or the ability to become certified within eighteen (18) months of hire date.
- Valid Michigan Driver's license with no more than 4 points currently on record.
- Intermediate to advanced proficiency with office computers and related applications.

Starting salary is \$88,492-\$102,586 (DOQE), with excellent benefits.

First review of candidates will be November 6, 2020.

Rochester Hills is an Equal Opportunity Employer. The City values diversity, equity and inclusion as a foundation for innovation and seek candidates who represent a variety of backgrounds and perspectives.

Please complete an on-line application provided on the City of Rochester Hills' website: [Click HERE to Apply! \(ROCHESTER HILLS application LINK\)](#)