

Property Maintenance Inspector - Part-Time

General Description: Responsible for enforcing the Property Maintenance Code for all existing residential and nonresidential structures and all existing premises, structures, equipment, and facilities. Responsible for receiving and acting on nuisance and property maintenance complaints. Assists with enforcement actions such as field inspections, research, and providing testimony in court cases. Assists and advises property owners regarding property maintenance, and related regulations and requirements.

Compensation and Hours of Work: Part-time, flexible hours Monday- Friday, day hours, up to 37.0 hours per week. \$21.41 - \$23.96 per hour

Qualifications:

- High school diploma or equivalent
- Five to ten years' experience in engineering and/or code enforcement
- Valid Ohio driver's license and continuous insurability
- Knowledge of City Property Maintenance Code and job-related portions of the Municipal Codes required.

Application Process: Completed applications and resumes will be accepted at the Franklin Municipal Building at 1 Benjamin Franklin Way, Franklin, Ohio 45005 or by email to cchibis@franklinohio.org.

Part-Time Zoning Official - Part-time

General Description: Responsible for ensuring that new development and ongoing land occupancy conform to applicable City regulations regarding land use and zoning, drainage and stormwater management, special flood hazard areas and nuisance abatement. Responsible for zoning application and site plan intake procedures. Reviews and approves or denies permit applications. Responsible for receiving and acting on zoning and nuisance complaints. Assists and advises contractors, developers, property owners and others regarding zoning and related regulations and requirements and conducts field inspections. Serves as staff liaison to and advises the Planning Commission, Board of Zoning Appeals and other City boards, commissions and/or County agencies.

Compensation and Hours of Work: Part-time flexible hours. Monday - Friday day hours, up to 37.0 hours per week \$21.41 - \$23.96 per hour

Qualifications:

- High school diploma or equivalent
- Five to ten years' experience in engineering and/or zoning enforcement
- Valid Ohio driver's license and continuous insurability
- Knowledge of civil engineering, City Zoning Code (Unified Development Ordinance), subdivision regulations, public relations, and budget preparation preferred.

Application Process: Completed applications and resumes will be accepted at the Franklin Municipal Building at 1 Benjamin Franklin Way, Franklin, Ohio 45005 or by email to cchibis@franklinohio.org.