



*Western Washtenaw Construction Authority
Building, Trade, and Soil Erosion and Sedimentation Control
Permits and Inspections
Job Opening*

Open until position is filled

Building Official, Building Inspector and Plan Reviewer

Western Washtenaw Construction Authority is looking for a State of Michigan Building Official, Building Inspector and Plan Reviewer. This is a part time position currently working three days a week, part time. Responsibilities include a minimum of two or more hours of availability in the office during which time you oversee the day to day operations, answer questions, and provide for the enforcement of codes. Using personal transportation conduct inspections after the administrative tasks are completed. Perform plan reviews on residential and commercial buildings. Soil Erosion and Sedimentary Control registration is a plus.

Qualifications and Duties:

Registration as a Building Official, Building Inspector and Plan Reviewer in the State of Michigan or the ability to qualify and obtain within six months

Has a State of Michigan Drivers License and has dependable transportation.

Has knowledge of State of Michigan Building Codes.

Can operate and maintain computers including BS&A Permits, Microsoft Office, QuickBooks and Gmail.

Ability to communicate clearly and concisely code concepts and reasons for codes.

Investigate complaints.

Ability to read and understand building plans.

Ability to conduct inspections on building sites to ensure compliance of building codes and their application.

Western Washtenaw Construction Authority is a government agency organized under an interlocal agreement between Freedom, Manchester, Bridgewater Townships and the Village of Manchester. Located in the Raisin River Basin this rural area is a hidden gem in Washtenaw County. A mix of farmland, residential, and village property provides for a pleasant work environment. Call or email for application

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