



**TOWN OF HOLLISTON
BOARD OF SELECTMEN**

**703 Washington Street
Holliston, MA 01746**

508-429-0608

INSPECTOR OF BUILDINGS/ZONING ENFORCEMENT OFFICER

July 10, 2018

Town of Holliston

The Town of Holliston (population 15,301) is seeking experienced applicants for the position of Inspector of Buildings/Zoning Enforcement Officer. This position is responsible for enforcement and interpretation of state and local building codes, managing the operations of the Building Department which includes gas, plumbing, electrical, zoning enforcement, overseeing the inspection of schools, places of public assembly, new buildings and alterations to buildings under construction. Able to manage a team of part-time and full-time employees.

This can be a fast paced office where leadership and time management skills are required. The successful candidate must possess the ability to establish and maintain effective working relationships with the public, Town employees, boards and committee members. Must communicate effectively verbally and in writing.

A bachelor's degree in engineering, management or a field related to building construction or design is preferred. Five years of supervisory experience of inspection code enforcement is preferred. Must possess a Massachusetts Supervisors' Construction License and State Building Commissioner Certificate. Holliston requires a CORI screening and pre-employment physical. Must possess a valid Driver's License. Interested applicants should forward a cover letter and resume to the Office of the Board of Selectmen c/o the Town Administrator, 703 Washington Street, Holliston, MA 01746. E-Mail submissions will be accepted to minihana@holliston.k12.ma.us. Salary range is \$75,000 - \$85,000. This position offers a competitive benefits package.

Deadline for applications is Thursday, August 2, 2018 or until the position is filled.

The Town of Holliston is an Equal Opportunity Employer.

Revised: 7/5/18