

BALDWIN COUNTY
invites applications for the position of:

Building Official - Baldwin County Commission

SALARY: \$90,000.00 - \$110,000.00 Annually

OPENING DATE: 10/03/19

CLOSING DATE: 10/24/19 11:59 PM



All applicants are requested to attach a resume, cover letter, and salary requirements upon applying for this position.

Baldwin County, Alabama, is a coastal county located on the northern Gulf Coast between Mobile, Alabama, and Pensacola, Florida. The 2018 estimated population is approximately 212,000. Baldwin County is the fastest growing County in Alabama and contains the 8th fastest growing Metropolitan Statistical Area (MSA) in the nation. The County has abundant and diverse natural resources from the white sandy beaches on the coast, bay breezes along Perdido Bay, sunset views along Mobile Bay, rolling fields in Central Baldwin, and many rivers and creeks filled with wildlife in north Baldwin County. With a positive economic climate, coupled with a superior quality of life, Baldwin County is one of the best places to live along the Gulf Coast.

The County is governed by a four-member County Commission elected at-large every four years. The Building Official position is an appointed position reporting directly to the Baldwin County Commission through a four-year employment contract that runs concurrent with the County Commission election cycle, subject to applicable state law. The successful candidate must have a high level of integrity, professionalism, and strong leadership. They must also be a critical thinker with the ability to make sound decisions through identifying and understanding complex problems and concepts, using strategic and innovative methods to solve problems.

Employment interviews will be held in a public forum in accordance to Section 36-25A-2 of the Code of Alabama (1975), known as the Alabama Open Meetings Act, and any final salary offers will be based upon ability and experience.

This position requires driving as an essential function of the position. For Baldwin County driving requirements, please see the following link: [Driver Qualifications](#). Successful applicants must be at least 20 years old, insurable by the County's insurance carrier, pass a criminal and motor vehicle background check and will be subject to a pre-employment drug test and physical.

The Building Official coordinates and supervises building program activities and inspections that relate to construction, ADEM Coastal Program and planning, administers the Southern Building Code/International Building Code including the issuance of building permits for review and approval of building plans and inspection of buildings to ensure compliance with appropriate codes, meets with interested citizens, architects, contractors, etc., on special questions and problems, enforces compliance with the Baldwin County Flood Damage Prevention Ordinance, consults with architects and engineers in relation to proposed structures. The Building Official also coordinates with the County Commission, the County Administrator and the Department Heads.

ESSENTIAL JOB FUNCTIONS:

Supervision

1. Supervise and direct the work of inspectors and office staff.
2. Responsible for training staff.
3. Maintains records of employee performance for merit and pay increases.

Planning

1. Formulate policies, plans and schedules for the department.
2. Develop and outline procedures and policies concerning departmental activities.
3. Draft and make recommendations to County Commission for departmental changes regarding policies and staff.
4. Prepare departmental budgets for Building Inspection.

Operations Management

1. Make recommendations to County Commission regarding existing codes or proposed new codes.
2. Coordinate and enforce the Building Code regulations.
3. Explain and interpret code to architects, engineers, contractors, owners and other interested persons.
4. Report code violations to appropriate officials.
5. Perform engineering calculations and check on complicated or unusual structures.
6. Respond to technical questions from industry, architects, engineers and general public.
7. Approve and disapprove applications for building permits.
8. Coordinate and work with other public inspection departments such as utilities and Corp of Engineers.

EDUCATION AND EXPERIENCE:

1. Must possess a valid Alabama driver's license.
2. Must be willing to travel throughout the County.
3. Be certified as a Building Official by the Southern Building Code Congress and International Building Code within 1 year of appointment.
4. Related Associate's Degree or equivalent experience in related field.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Skills to communicate effectively with engineers, architects, general public, etc.
2. Skills to perform complex mathematical operations.
3. Skills to communicate technical knowledge and express ideas effectively.
4. Skills to understand maps, drawings, layouts, blueprints, codes, etc.
5. Thorough knowledge of Southern Building Codes and International Building Codes.
6. Thorough knowledge of engineering principles as applied to the design and construction of a broad range of building structures and facilities.
7. Ability to perform structural plan reviews.
8. Ability to supervise small staff.
9. Ability to establish and maintain effective working relationships with employees as well as architects, contractors, engineers, etc.
10. Knowledge of current literature, trends and development in the field of building inspection, code enforcement and zoning.
11. Thorough knowledge of governmental regulations involving building in flood prone areas.
12. Extensive experience in building trade or inspection of work including considerable experience in building construction; or any equivalent combination of acceptable training and experience.

Baldwin County Commission and Baldwin County Sheriff's Office does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status, disability, citizenship or veteran status in employment. It is the intent of the Baldwin County Commission and Baldwin County Sheriff's Office to guarantee equal opportunity to allow disabled employees a bias-free work environment. Baldwin County Commission and Baldwin County Sheriff's Office, upon request, will provide reasonable accommodation in compliance with the ADA.

Recruitment and selection processes will grant equal opportunity for employment to qualified applicants and will not discriminate on the basis of disability. Reasonable accommodation will be provided upon request during the application, testing, and interview process.

Building Official - Baldwin County Commission Supplemental Questionnaire

- * 1. Do you have good working knowledge of International Building codes, local building codes and related laws and ordinances?

☐ Yes ☐ No

- * 2. Are you willing to be certified as a Building Official by the Southern Building Code Congress and International Building Code within one (1) year of appointment?

☐ Yes ☐ No

- * 3. Do you have experience in coastal construction regulations and practices?

☐ Yes ☐ No

- * 4. Do you have experience in floodplain management?

☐ Yes ☐ No

- * 5. Please select the following for certifications for which you have attained:

- ☐ Certified International Building Codes
- ☐ Certified Building Official
- ☐ Certified Floodplain Manager

- * 6. Please select the following codes for which you have experience:

- ☐ International Building Code, 2018
- ☐ International Gas Code, 2018
- ☐ International Mechanical Code, 2018
- ☐ International Plumbing Code, 2018
- ☐ International Residential Code, 2018
- ☐ International Energy Conservation Code, 2018
- ☐ Baldwin County Supplemental Code for Residential Structures in addition to the IRC 2018 Codes
- ☐ National Electric Code, 2017 For Commercial Buildings and Residential Building containing more than two (2) dwelling units.

- * 7. Do you have an associate's degree or equivalent experience in related field?

☐ Yes ☐ No

Please visit <https://www.governmentjobs.com/careers/baldwincountyal> to apply.