

The City of Beaverton is Hiring:

Code Compliance Officer (Contingent upon City Council approval)

Office of the Mayor

Application Deadline: Open Until Filled; First Review of Applications on October 18, 2016, at 4:30 p.m. PDT

THE POSITION

The City of Beaverton, recognized as one of the safest cities in the northwest, is seeking a Code Compliance Officer to help businesses and residents understand and comply with their responsibilities under Beaverton's municipal and development codes, reduce the impact of neighborhood nuisances by investigating complaints and facilitating compliance when code violations are identified.

This is a limited duration position scheduled to end on June 30, 2017.



THE IDEAL CANDIDATE

Minimum Qualifications

- Bachelor's degree
- Two years experience in municipal code administration, or interpretation/application of ordinances, statutes
- Other combinations of education and experience which provides the applicant with the knowledge, skills and abilities required to perform the job may be considered
- Valid driver's license and ability to meet the city's driving standards
- Ability to pass reference and background check

Preferred Qualifications

- Ability to read, write and speak in fluent Spanish

RESPONSIBILITIES

Essential functions of the job include:

- Providing information and advice to internal and external customers about the Municipal Code and the Development Code.
- Facilitating code compliance when violations are identified by educating businesses and residents about their responsibilities under the code.
- Impounding abandoned vehicles after due process.
- Prosecuting civil infraction cases on behalf of the city, appear in court for code enforcement proceedings.
- Providing professional and credible testimony, call, examine, and cross examine witnesses.
- Managing nuisance abatement projects.
- Performing summary abatement of obstructions of the public right of way, identify and remove illegal signs from utility poles, median strips, and planter strips.
- Providing excellent internal and external customer service.
- Supporting and respecting diversity in the workplace.
- Other duties as assigned.

Apply at BeavertonOregon.gov/jobs or at

City of Beaverton Human Resources Department

12725 SW Millikan Way

Beaverton, OR 97005

COMPENSATION

Salary Range: \$24.95 - \$33.43 per hour

Starting salary will be determined depending on relevant work experience. The city pays the full retirement contribution to PERS; provides employees with an opportunity to participate in a deferred compensation retirement plan; tuition reimbursement program available; public service loan forgiveness program; and offers excellent health, dental, vision and life insurance coverage. In addition to hourly wage, 4% bilingual pay may be available.

ABOUT BEAVERTON

Beaverton prides itself on being The Best of Oregon. The city is growing and thriving but still has a small town heart and strong sense of community. Beaverton is the sixth largest city in Oregon and was recently named one of the 50 best places to live in America by Money magazine. It is a diverse community of approximately 95,000 people where one-in-three residents are a person of color and 99 different languages are spoken in our schools.

The City of Beaverton is known as an organization that values public service. Our nationally recognized community vision is our beacon. Residents continually give the city high marks, with 71 percent saying things are headed in the right direction. The city's economic base is strong. The city has consistently been ranked as one of the safest in the Pacific Northwest. Beaverton is known for its quality neighborhoods, parks and schools. There are a full range of housing choices, with new exciting urban housing developments underway in our downtown.



Qualifying veterans and disabled veterans may obtain preference by submitting as verification of eligibility a copy of the Certificate of Release or Discharge from Active Duty (DD Form 214 or 215) or a letter from the US Department of Veterans Affairs indicating receipt of a non-service connected pension. Disabled veterans must also submit a copy of their veteran's disability preference letter from the Department of Veterans Affairs, unless the information is included in the DD Form 214 or 215. Veterans' preference documentation must be submitted with your application.

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