

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

JOB VACANCY POSTING

POSTING NUMBER: HR- 0054

ISSUE DATE: July 25, 2012

TITLE: Chief, Bureau of Code Enforcement

CLOSING DATE: August 8, 2012

DIVISION/UNIT: Codes and Standards / Bureau of Housing Inspection

LOCATION: 101 South Broad Street, Trenton

SALARY RANGE: M32/\$71,878.65 - \$100,638.17

POSITION(S): 1

DISTRIBUTION: Department

DESCRIPTION OF MAJOR DUTIES: Under the direction of the Director in the Division of Codes and Standards, is responsible for the administration and enforcement of housing codes; does other related work as required.

REQUIREMENTS

EDUCATION:

Graduation from an accredited college with a Bachelor's degree.

EXPERIENCE:

Six (6) years of experience as an administrator of a program of regulatory enforcement or housing code enforcement.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year for year basis.

NOTE: Possession of a valid license as a Registered Architect issued by the New Jersey State Board of Architecture or a valid Professional Engineer's License issued by the New Jersey State Board of Professional Engineers and Land Surveyors may be substituted for the Bachelor's degree.

NOTE: A Master's degree in Architecture, Construction, Engineering, Business Administration, or Public Administration from an accredited college may be substituted for one (1) year of the experience indicated above.

LICENSE:

Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

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- A promotable eligible exist within the unit scope.
 A promotional or open competitive list exists.
 Depending upon the qualifications of applicants, appointment may be made at a lower level.

Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number to:

Human Resources Director
New Jersey Department of Community Affairs
HR# 0054
PO Box 800
Trenton, New Jersey 08625
Resumes may be emailed to: resume1@dca.state.nj.us

Interviews will be granted on the basis of the resume.

NOTE: In accordance with the New Jersey First Act P.L. 2011 c70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.