

**NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS  
JOB VACANCY POSTING**

**POSTING NUMBER:** HR-0057

**ISSUE DATE:** August 3, 2012

**TITLE:** Inspector 3, Multiple Dwelling

**CLOSING DATE:** August 17, 2012

**DIVISION / UNIT:** Codes and Standards / Bureau of Housing Inspection (BHI)

**LOCATION:** Statewide

**SALARY RANGE:** I19 - \$45,333.13 - \$64,007.68

**POSITIONS:** 2

**DISTRIBUTION:** Statewide

---

**DESCRIPTION OF MAJOR DUTIES:**

Under direction of an Inspector 1, Multiple Dwelling or other supervisory official in the Department of Community Affairs, performs field work involved in enforcement of provisions of the New Jersey Hotel and Multiple Dwelling Laws and Regulations; does other related duties as required.

---

**REQUIREMENTS**

**Experience:** Four (4) years of experience in housing inspection, fire inspection, building inspection, architecture, or engineering or in a skilled trade or profession associated with the construction industry such as carpentry work, electrical work, architecture, engineering technology, or drafting technology.

**Note:** A Bachelor's Degree from an accredited college or university in the field of fire science, engineering, code enforcement or related area may be substituted for four (4) years of the indicated experience.

**Note:** An Associate Degree from an accredited college or university in the field of fire science, engineering, code enforcement, or related area may be substituted for two (2) years of the indicated experience.

**LICENSE:** Applicants must possess a valid Inspector of Hotels and Multiple Dwellings license issued by the New Jersey Department of Community Affairs.

**NOTE:** Applicants must continue to complete the continuing education requirements to maintain their Inspector of Hotels Multiple Dwellings license.

Appointees 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 essential duties of the position.

---

\_\_\_\_\_ 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.

**NOTE: CANDIDATES MUST HAVE APPLIED FOR THE OPEN COMPETITIVE EXAMINATION ANNOUNCEMENT (S0644P) CURRENTLY ON THE CIVIL COMMISSION WEBSITE WITH A CLOSING DATE OF 8/13/12.**

---

**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# - 0057  
101 South Broad Street  
PO Box 800  
Trenton, New Jersey 08625  
Resumes may be emailed to: [resume1@dca.state.nj.us](mailto:resume1@dca.state.nj.us)

**Interviews will be granted on the basis of 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.

---

**The New Jersey Department of Community Affairs is an Equal Opportunity Employer.**