



HUMAN RESOURCES DEPARTMENT  
CITY OF WHEELING  
1500 CHAPLINE STREET  
WHEELING WV 26003

## City of Wheeling Building Inspector

The City of Wheeling is accepting applications for the position of **Building Inspector**. The Building Inspector assists and reports to the Code Official in monitoring construction progress and performing inspections of commercial and residential properties to ensure compliance with applicable City Building and Residential Codes; addresses building inspection concerns and problems within the Code Officials' rendered interpretation of the respective code; assists with the responsibility of file maintenance of official records of projects to ensure file represents construction status; issues permits and stop work orders for non-compliance; assists in the review of applications and proposed work documents and blueprints for compliance to the city's Building and Residential Code and Accessibility requirements; assists the Code Official with preparing of reports; performs other duties as assigned.

High School diploma or GED, and four (4) years of journey level experience in the construction trades. An equivalent combination of education and experience may be considered for the above qualifications. Certification as an ICC Building Code Inspector will be required to be obtained after hire. You will be given six months from the date of hire to successfully pass the first exam in a series of exams required for West Virginia Certification and you must pass all exams within two years of employment. The offer of employment will be made contingent upon such exam passage as described above.

Starting hourly rate is \$18.57 with an increase to \$19.15 after six months. Excellent benefits package. Must meet the residency requirement within six months of employment.

Interested applicants should submit a cover letter and resume to: city of Wheeling, Human Resources Department, 1500 Chapline Street, Room 301, City-County Building, Wheeling, WV 26003 or to [lgruber@wheelingwv.gov](mailto:lgruber@wheelingwv.gov) no later than **Friday, April 27, 2018**.

No telephone calls, please.  
EOE