

**DIRECTOR, OFFICE OF BUILDING, ZONING AND PLANNING ADMINISTRATION
AND ENFORCEMENT**

There is an opening for the above named position. The job requires a combination of technical, administrative and supervisory work of a complex nature performed in accordance with general policies of the Town Board with leeway allowed for the exercise of independent judgment.

Work activities include but are not limited to the review of plans and specifications for building permits, Inspections of buildings for compliance with various NYS and Local Codes and regulations. Administers policy by issuing direction and supervision to employees of the Department, information to the public, advice and assistance to various boards, commissions, committees, etc.

Comprehensive knowledge of the principles, techniques and practices of civil engineering, particularly as related to building construction.

Minimum Qualifications: Possession of a license to practice as a professional engineer or licensed architect in New York State and 5 years of responsible supervisory experience in building construction or real estate management.

Salary: Range: \$130,000.00 - \$160,000.00 commensurate with experience.

Any candidate for this position will be provisional and will have to take a Civil Service test to achieve permanency in the position.

Send resumes to: Donna A. Morrison, Human Resources Coordinator
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