



## **BUILDING INSPECTOR TRAINEE**

The Town of Sullivan's Island is accepting applications for a Building Inspector Trainee, a full-time position with benefits. Employee will be responsible to learn all aspects of the Building Department and Floodplain Management requirements for the Town. Position requires considerable contact with the public and other government agencies and perform a variety of tasks and functions, both in-field and administrative in nature. As such the successful candidate must be a motivated self-starter, possess strong interpersonal and oral/written communication skills, and have the ability to operate multiple computerized hardware technology and software/cloud-based software programs, some proprietary in nature. The ability to understand, interpret and analyze technical data, in the field and/or office, is essential to this position.

Applicants should have, at a minimum, a bachelor's degree in Construction Management/Science and/or Business Administration, and one-three (1-3) years demonstrated experience in the building construction industry to include plans review and field experience. A valid SC driver's license is required along with possessing, or having the ability to achieve within prescribed time frames after hire by the Town, the following certifications: ICC Certified Dwelling Inspector (1-2 family dwellings); and Certified Floodplain Manager license; Certified Building Official license.

This is an FLSA non-exempt full-time position with benefits with work hours generally weekdays. Some attendance at evening meetings may be required and/or overtime work if mandated.

Starting salary is \$35,000.00/annualized plus benefits

Applicants must submit a complete Town application along with resume and other relevant information. Applications are available at online at [www.sullivanisland-sc.com/employment.aspx](http://www.sullivanisland-sc.com/employment.aspx) or at Town Hall (2056 Middle Street). Direct questions and complete application packets to Lisa Darrow, Asst. to Administrator/Human Resources, at (843) 883-5744 or [ldarrow@sullivanisland-sc.com](mailto:ldarrow@sullivanisland-sc.com). Mailing address is P.O. Box 427, Sullivan's Island, SC 29482.

**Application deadline is 5:00 p.m., Friday, September 14, 2018**

**The Town is an Equal Opportunity Employer.**