



Code Enforcement Officer / Licensed Plumbing Inspector

Town of Boothbay Harbor

The Town of Boothbay Harbor is seeking a motivated and professional Code Enforcement Officer / Licensed Plumbing Inspector. The Code Enforcement Officer is responsible for administering and enforcing local ordinances, land use regulations, building standards, and applicable state and federal laws to protect public health, safety, and welfare. Duties include reviewing permit applications, site plans, and construction documents; issuing permits; conducting field inspections; investigating complaints; documenting violations; maintaining accurate records; and preparing reports and correspondence. The Code Enforcement Officer is required to attend Planning Board and Board of Appeals meetings to present findings, recommendations, and enforcement updates and is expected to maintain current knowledge of applicable laws, regulations, and enforcement practices while independently managing multiple priorities and supporting the overall goals and operations of the municipality.

A High School Diploma or equivalent is required as well as a minimum of (2) years' experience in the building or construction trades. Previous experience as a Code Enforcement Officer, as well as a post-secondary degree in construction, engineering or related field work is preferred.

This full-time, exempt position has a starting salary of \$74,380 annually, plus an outstanding benefits package that includes MEPPERS, deferred compensation, health insurance, vacation and sick leave, as well as 14 holidays.

Application deadline: until a suitable candidate is found. More information about the Town of Boothbay Harbor and applications are available on the town's website at www.boothbayharbor.org or at the Town Office. All interested applicants must submit an application with a resume and cover letter to:

Julia Latter, Town Manager
Town of Boothbay Harbor
11 Howard Street, Boothbay Harbor, ME 04538
Office Phone: 207-633-3671
jlatter@boothbayharbor.org
Equal Opportunity Employer