



RICHLAND COUNTY BUILDING DEPARTMENT

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www.richlandcountyoh.us/c&p.htm

Job Posting Announcement

Richland County Building Department

Plans Examiner Position

01/06/2020

Richland County seeks a full or part time Commercial Plans Examiner. The position will include performing various duties including reviewing commercial building plans for compliance with codes, consulting with supporting departments on stormwater, floodplain, zoning and fire regulations as necessary or as directed. Additional duties will include maintaining permit records, interacting with various parties on code issues, building code research and performing other duties as required. Good public relations skills are essential in performing the job duties.

Minimum qualifications include a Bachelor's degree in Engineering or Architecture, supplemented by minimum (5) years experience and/or training that includes engineering in the public sector, construction, or building; or an equivalent combination of education, training, and experience. The applicant must be licensed as a Professional Engineer or Registered Architect in the State of Ohio and hold a Master Plans Examiner certification or be able to obtain a Master Plans Examiner certification upon hire. Alternatively, the applicant may hold a Building Plans Examiner, Mechanical Plans Examiner, Electrical Plans Examiner, and Fire Protection Plans Examiner Certifications. Basic computer skills, including Microsoft Office, Gmail, Access, etc. are required. Salary range depending upon certifications held and level of experience.

Applications may be obtained from and submitted to: Richland County Commissioners, 50 Park Avenue E, Mansfield, Ohio 44902 or on our website at https://www.richlandcountyoh.us/how_do_i/apply_for_a_job_2.php. Applications with missing information may not be processed. Résumé may be submitted in addition to – but not in place of – application.

Application deadline: Position to remain open until filled.