

**BUTLER COUNTY COMMISSIONERS PERSONNEL OFFICE  
ANNOUNCEMENT OF VACANCY**

**Posting Date:** 1/25/16

**Response Deadline:**

<b>Agency:</b> Building & Zoning Department	<b>Job Title:</b> Electrical Inspector
<b>Classified</b> <input checked="" type="checkbox"/> <b>Unclassified</b> <input type="checkbox"/>	<b>Bargaining Unit</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Overtime Exempt</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Salary:</b> \$19.40 - \$26.78/hour
<b>Work Location:</b> 130 High Street, Hamilton, OH	<b>Hours of Work:</b> 7:30 a.m. – 4:00 p.m.

**Essential Functions:**

**Inspections, 80% of the time.**

Inspects residential and commercial construction and installations to enforce applicable electrical codes and ensure compliance with approved plans.

**Other Interaction with the Public, 10% of the time.**

Advises contractors and home-owners in violation of codes on reasons for non-compliance; makes recommendations for correction of violations; answers telephone and in-person inquiries from contractors and members of the public.

**Plans Examination, 5% of the time.**

Examines plans for residential and commercial structures to ensure compliance with applicable electric codes and regulations; processes permit applications and issues permits.

**Other Duties Required, 5% of the time.**

Assists other inspectors as needed with duties; and performs other duties as required or assigned.

**Required Qualifications:**

Must have comprehensive knowledge of electrical wiring installation techniques and procedures; thorough knowledge of National Electric Code and county building regulations, as well as inspection techniques; must possess valid Ohio driver's license and have safe driving record; must be able to access work sites under construction under difficult conditions. High school degree or equivalent required. Must have certification from State of Ohio as an Electrical Safety Inspector, or obtain Trainee Inspector immediately upon appointment, with full certification within one year of appointment. A State of Ohio Building Inspector and/or Residential Building Inspector Certification(s); or ability to obtain certification(s), is desirable.

**Selection Procedure:** Resumes and Interviews

**Submit Cover Letter**

**and Resume To:**

(please indicate Job Title in Cover Letter)

Butler County Commissioners Personnel Office  
315 High Street, Suite 640  
Hamilton, OH 45011

Or by email to: [resumes@butlercountyohio.org](mailto:resumes@butlercountyohio.org)  
(please indicate Job Title in subject line)

**BUTLER COUNTY WILL CONSIDER INTERNAL APPLICANTS PRIOR TO EXTERNAL APPLICANTS**

Pursuant to the Americans With Disability Act of 1993, Butler County will consider all qualified applicants for employment, including persons with disabilities. The applicant must be able to perform the essential functions of this job with or without reasonable accommodation. Upon the request of any qualified applicant, this office will evaluate any reasonable accommodation that may be needed to enable a disabled person to participate in the application process or perform these essential duties.

**AN EQUAL OPPORTUNITY EMPLOYER**