



Human Resources Department
301 East Irving Park Road
Streamwood, Illinois 60107
630-736-3800 (TDD - 630-736-3798)
scaddigan@streamwood.org

Job Announcement Code Enforcement Officer

Responsible For: Responding to complaints and enforcing ordinances pertaining to general property maintenance codes. Makes on-site inspections of residential and non-residential buildings, including private homes, stores, rental housing, as well as vacant lots to assure compliance with Village codes and ordinances that include but are not limited to: Zoning; weed control; fire safety; recycling/garbage; private property junk and cleanup; and the ICC property maintenance code. Testifies in court as necessary.

Residency Requirement: Must live within the following boundaries within 12 months of hire:

Those portions of the State of Illinois north of I-80 and east of State Route 51 and/or I-39

Starting Salary: \$33,826. **Top of Salary Range:** \$68,080.

Excellent Fringe Benefits: Benefits include life, health, vision and dental insurance. Other benefits include vacation, holidays, sick time, credit union membership, two deferred compensation plans, flexible benefits program which allows for pre-tax payments for child care or non-reimbursable medical expenses and participation in the Illinois Municipal Retirement Fund.

Qualifications: Associate degree or equivalent, or one year related experience and/or training, or equivalent combination of education and experience; valid Illinois driver's license; and ability to pass a police background examination. Overall general knowledge of the ICC property maintenance codes is preferred. Bilingual (English and Spanish) skills are desired. **You must meet these Qualifications in order to be eligible to take the written examination.**

Applications: You must complete and submit a Village of Streamwood Employment Application. Applications will be accepted at Village Hall, 301 East Irving Park Road, until **12:00 noon, Wednesday, February 22, 2012.** Your application must be received by this time in order to be eligible to take the Civil Service Examination. *Your application must reflect your attainment of the required qualifications.*

Civil Service Testing Process

Two Year Eligible List: The Streamwood Civil Service Commission will be preparing a two year eligible list for the position of Code Enforcement Officer. The eligible list will be used for the hiring of all Code Enforcement Officer's for a 2-year period. Only those people appearing on the eligible list can be considered for the Code Enforcement Officer position for this two year time period.

Civil Service Written Examination Notification: The Civil Service Code Enforcement Officer written examination will be held on **Saturday, March 3, 2012 at 9:00 am,** in the Streamwood High School Commons Area. The High School is located at 701 West Schaumburg Road (near the intersection of Schaumburg Road and Illinois Route 59). Park behind the High School and enter through the center doors.

No one will be admitted to the Written Examination after 9:00 am: Please bring a picture ID to the exam.

Equal Opportunity Employer.

Thank you for your interest in employment with the Village of Streamwood!

2/6/12