



TRUSTEES

JUDY ABRAHAM

SHEILA ARMOUR

PATRICIA CHAO-MALAVE

JUDY MILLER

ANDREA SENIOR

JARRY SHELBY

Village of Broadview

Municipal Building

2350 South 25th Avenue • Broadview, Illinois 60155-3800

1-708-681-3600 • FAX 1-708-681-2018

KATRINA R. THOMPSON, President (Mayor)

VILLAGE CLERK
KEVIN MCGRIER

VILLAGE ADMINISTRATOR
LETISA JONES

FINANCE
SOUTH CENTRAL
CAPITALGROUP, LLC

TREASURER
THOMAS HOOD

VILLAGE ATTORNEYS
DEL GALDO LAW
GROUP, LLC

POSITION: Part-Time Building Code Enforcement Officer– Building Department

SALARY: \$15 per hour depending on qualifications.

APPLY BY: downloading an application from our Village website: www.broadview-il.gov. Submit completed application to LeTisa Jones, Village Administrator at ljones@broadview-il.gov. Position is open until filled. Applications are due by Thursday, December 15, 2022.

JOB SUMMARY: The Village of Broadview Building Department is seeking candidates for a part-time position in the Building Department.

ESSENTIAL FUNCTIONS INCLUDING, BUT ARE NOT LIMITED TO: Part-time position performs inspection work in securing and maintaining substantial compliance with the Village of Broadview. Building Codes and ICC Building Codes governing residential and commercial building trades such as, but not limited to building, plumbing, electrical and mechanical; review plans and subsequent inspection of buildings in the course of construction, alterations or repair to determine if plans, workmanship and materials conform to all existing code requirements.

The hours for this position varies Monday – Friday.

SELECTION: Candidate screening process may consist of an application review, interviews, background check and qualifying pre-employment drug screen.