



City of Spokane Valley
Employment Opportunity
Position: Senior Plans Examiner

ABOUT THE CITY: Spokane Valley is a city with a population of over 98,000 located on the eastern border of Washington State in the heart of the Inland Northwest. We pride ourselves on quality neighborhoods and schools, along with strong business and retail centers. Friendly people, natural surroundings and beautiful weather are part of what makes our community a favorite destination. Spokane Valley is a high-performing organization, and employs the use of best practices. We are a workforce based upon loyalty, accountability and professionalism. We place a high value on customer service, and take a team-oriented, collaborative approach to the way we do business. If working for a fast-paced, evolving organization appeals to you, and you desire a work environment that is intellectually stimulating, respectful and rewarding, we urge you to complete an application.

ABOUT THE POSITION: Spokane Valley is seeking a highly qualified and enthusiastic employee to serve our City as a regular, full-time Senior Plans Examiner in our Community and Public Works Department. The ideal candidate will have exceptional professional skills, and a strong desire to provide superior service to both internal and external customers.

SELECTED EXAMPLES OF DUTIES: Performs technical work in the review and approval of plans and specifications, verifying compliance with adopted building construction codes, and other regulations.

DESIRED MINIMUM QUALIFICATIONS: Education and Experience: Graduation from a high school or GED equivalent; supplemented by two (2) years of post-secondary college or technical instruction in building technology, construction management, mechanical, plumbing or building construction; and five (5) years of experience in general construction or related fields. An equivalent combination of education and experience which would demonstrate the individual's knowledge, skill and ability to perform the essential duties and responsibilities listed above may be considered. Necessary Knowledge, Skills and Abilities: Knowledge of International Codes and Uniform Plumbing Code, and skill in applying that knowledge; knowledge of zoning and land use regulations. Ability to establish effective working relationships with employees, contractors, developers, architects, engineers, owners and the general public; ability to read and understand complicated plans and blueprints; ability to communicate effectively both verbally and in writing. Requires superior customer service and interpersonal skills.

SPECIAL REQUIREMENTS: Must possess a valid State driver's license or have the ability to obtain one prior to employment. Minimum certification at the time of employment: ICC Building Plans Examiner, ICC Building Inspector. Successful completion of background check, including a criminal check, is a requirement of employment at Spokane Valley. This is a non-represented, FLSA exempt position in the Community and Public Works Department.

SALARY: The salary range for this position is in Grade 15. Full salary range is \$5,541.28 - \$7,636.64 per month plus excellent benefit package.

BENEFITS: Health benefits are provided through the Association of Washington Cities Employee Benefit Trust. The City currently provides medical, dental, life, long-term disability, vision, and employee assistance benefits. Ten paid holidays, vacation, sick, plus five days of paid administrative leave per year (prorated depending on hiring date). The required retirement system of the City is Washington Public Employee's Retirement System (PERS) which requires an employee contribution. In addition, employees have the option of signing up for a 457 deferred compensation plan with the City. The City does not participate in Social Security. However, the City has adopted an ICMA-RC 401(A) Social Security substitute plan with the same contribution rates as FICA. Additional benefits include continuing education and training. All positions in the City are considered at-will.

TO APPLY: Interested and qualified persons are invited to submit a complete City application, résumé, cover letter and list of five (5) work-related references (name and phone number) via our Online Application System at www.spokanevalley.org - click on Jobs.

APPLICATION DEADLINE: Apply Immediately. Posted February 25, 2020. Position open until filled. First review after 5:00 p.m. on March 16, 2020.

*The City of Spokane Valley has a policy of limiting tobacco use in the workplace.
We are an Equal Opportunity Employer*

PLEASE POST

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