

# City of Spokane Valley Employment Opportunity

## POSITION: TEMPORARY SENIOR PLANS EXAMINER - COMMUNITY DEVELOPMENT

**ABOUT THE CITY:** Spokane Valley is a city with a current population of over 90,000 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 temporary, full-time Senior Plans Examiner in the Building Division of our Community Development Department. The ideal candidate will have exceptional professional skills and a strong desire to provide superior service to both internal and external customers. This position is non-represented, at-will, and FLSA exempt.

**SELECTED EXAMPLES OF DUTIES:** Supervises and performs technical work in the review and approval of plans and specifications, verifying compliance with adopted building construction codes and other regulations. This position supervises employees engaged in plan review and building inspection, and other personnel as assigned.

**DESIRED MINIMUM QUALIFICATIONS:** Education and Experience: Graduation from a standard senior 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; working 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 verbally and in writing. Requires superior customer service and interpersonal relations 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 drug screening and a background check, including a criminal check, is a requirement of employment at Spokane Valley.

**SALARY:** Anticipated hiring range is \$5,120.19/month – \$5,597.72 month. Full salary range is \$5,120.19/month - \$6,564.10/month.

**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](#).

**APPLICATION DEADLINE:** Apply Immediately. Posted January 11, 2012. Closes at 4:00 pm January 18, 2012.

*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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