

HELP WANTED

CODE ENFORCEMENT/ZONING OFFICER

The Borough of Waynesboro has an opening for a Code Enforcement/Zoning Officer. Qualifications for this full-time position include a Bachelor's Degree or equivalent, Prior Supervisory or Management Experience, and Prior Code Enforcement/Zoning or Law Enforcement Experience. The successful candidate will have the ability to work independently and vigorously enforce code and zoning ordinances. The successful candidate must also communicate clearly, precisely and professionally both orally and in writing. The Code Enforcement/Zoning Officer will operate under the general supervision and guidance of the Borough Manager and ultimately reports to Borough Council. The possession of a valid driver's license is required as well as the ability to pass a drug test. A background check which includes child abuse, PA State Police and FBI clearances will be required of the successful candidate. Following appointment the successful candidate must complete certifications as a Property Maintenance and Housing Inspector, Certified Zoning Officer and Certified Floodplain Manager Program certifications within six (6) months from the date of hire.

Application packets may be obtained online at www.waynesboropa.org or at Borough Hall, 55 E. Main Street, Waynesboro, PA. Application packets, cover letter, resume and references are due in Borough Hall no later than close of business on August 24, 2018.

The Borough of Waynesboro does not discriminate on the basis of age, gender, marital status, race, color, creed, national origin, political affiliation, religion or disability. Any person who needs an accommodation in accordance with the Americans with Disabilities Act during the application process should call (717) 762-2101. TDD-762-2103.

Jason B. Stains
Borough Manager