

PLEASE POST/DISTRIBUTE

NOTICE OF JOB OFFERING

Please be advised that an opening for the position of Assistant Code Enforcement Supervisor in the Incorporated Village of Patchogue may arise in the near future.

The minimum qualifications for the position include graduation from a standard senior high school, or vocational school in a job related field, or possession of a high school equivalency diploma, and three (3) years of experience in the investigation or enforcement of municipal codes and ordinances. Applicants with three (3) years of permanent competitive status as a Senior Code Enforcement Officer will also be considered.

Applicants must have thorough knowledge of proper code enforcement procedures and practices: thorough knowledge of controlling codes and local ordinances; ability to read and direct code enforcement personnel; ability to deal firmly with the general public; ability to prepare oral and written reports; ability to plan, assign, and supervise the work of personnel to produce full performance and high morale.

This position is a part time position that requires a minimum of twenty (20) hours per week. The starting salary for the position is \$46,000. This position requires overtime work, which could be extensive at times. As a management employee, this position does not pay overtime for any hours worked beyond the required minimum twenty (20) hours. It is preferable that applicants live within a 15 minute response time to the Village of Patchogue. Interested candidates should mail resumes detailing their experience consistent with the above to:

**Peter J. Sarich
Chief Building Inspector
Village of Patchogue
P.O. Box 719
Patchogue, NY 11772-0719**