

## **JOB POSTING**

### **Property Maintenance/Code Enforcement Officer (Full-Time)**

Seeking a qualified Municipal Code Enforcement Officer to perform inspections and enforce municipal ordinances related to zoning, housing, property maintenance, and public safety.

Responsibilities- conduct field inspections, investigate complaints, issue violation notices and court summonses, prepare reports and case files, appear in Municipal Court, work collaboratively with other municipal departments. Position requires regular public interaction and the ability to work independently in both office and outdoor environments.

Requirements- High School Diploma or GED; valid NJ Driver's License; valid NJ Fire Inspector Certification (NJ DCA/DFS); strong verbal and written communication skills. Experience in municipal inspections, code enforcement, or related fields preferred. Understanding and speaking Spanish is a plus.

Work involves outdoor field duties in all weather conditions, entering residential and commercial properties, and occasional lifting of up to 25lbs.

Full-time position; hours determined by the Borough. The annual salary range is \$45,000-\$55,000 dependent on experience. The Borough offers a comprehensive benefits package and pension.

Please submit a cover letter and resume to:

Ken Capobianco, 908-769-2913

[kcapobianco@northplainfieldnj.gov](mailto:kcapobianco@northplainfieldnj.gov)

The Borough of North Plainfield is an Equal Opportunity Employer (EOE)