

Employment Opportunity  
**Code Enforcement Officer**  
Village of Woodlawn, Ohio

The Village of Woodlawn, Ohio is seeking a responsible and professional individual for a part-time Code Enforcement Officer.

Under the general direction of the Municipal Manager, this position is responsible for performing a variety of field and office work in support of the Village's code enforcement program. Enforce compliance with Village regulations and ordinances including those pertaining to zoning, land use, property maintenance, nuisance housing, health and safety, blight, graffiti, and other matters of public concerns.

**Salary range** is \$18.00 - \$22.00, depending on qualifications and experience. This part-time position will work on average 24 hours per week. The emphasis of time worked will be between March and October.

**Qualifications and Education Requirements:**

- High School Diploma or GED equivalent;
- 2 or more years of code enforcement experience, or equivalent experience in zoning/planning/building codes and regulations;
- Valid driver's license;
- Thorough knowledge of the International Property Maintenance Code (IPMC) a plus;
- Must be able to fulfill the physical demands of the job such as walking, stooping, sitting, bending, reaching for overhead files and occasionally lifting up to 25 pounds, and working in adverse weather conditions.

The successful candidate must pass a background check.

Application can be obtained at <http://www.beautifulwoodlawn.us/careers/> Please send completed application, a resume and cover letter to: Village of Woodlawn attention: Sharla L Ponder , Human Resources 10141 Woodlawn Bld. Ohio 45215, or by email to [hr@beautifulwoodlawn.us](mailto:hr@beautifulwoodlawn.us).

Position open until filled. Village of Woodlawn is an equal opportunity employer.