



## TOWN OF WAREHAM

54 Marion Road  
Wareham, MA 02571

# JOB POSTING

### ASSISTANT CODE ENFORCEMENT OFFICER 32 HOURS PER WEEK (\$29.19hr)

The Town of Wareham's Human Resources Office, on behalf of the Inspections Department, is accepting applications for a qualified, full-time (32 hours a week) Assistant Code Enforcement Officer position.

**Duties Include:** Enforces the provisions of the Town's Zoning By-laws; schedules and performs site inspections; maintains and tracks any/all information for ticketing program; advises Building Commissioner of enforcement issues; assists public; interacts with the public and other Town departments; and performs similar duties.

**Qualifications:** Must have the ability to communicate effectively, verbally and in writing, with builders, Town employees and the general public and have knowledge of the State Building Code and Flood Plain Regulations. Proficient in Microsoft Word. Applicants must possess an Unrestricted Construction Supervisor License and a current Mass Driver's License. Subject to CORI/SORI, pre-employment physical and drug testing.

Please submit letter of interest and resume to:

Dorene M. Allen-England, Esq.  
Human Resources Director  
Memorial Town Hall  
54 Marion Road  
Wareham, MA 02571  
Dallen-england@wareham.ma.us

AA/EEO /ADA

Posted March 26, 2024

Position open until filled