

Zoning Inspector/Code Enforcement
Liberty Township, Trumbull County

The Zoning Inspector/Code Enforcement Officer enforces the Township Zoning Resolution and Maintenance Code by reviewing applications for zoning permits and construction documents, conducting field inspections, maintaining detailed records, answering public inquiries, and resolving complaints concerning zoning, nuisance, or property maintenance concerns.

This is a full-time position (40 hours per week) with pay based on experience and an excellent benefits package.

KNOWLEDGE/SKILLS REQUIRED:

- General computer knowledge including Microsoft Excel and Microsoft Word
- Proficient typing skills
- Ability to prepare written reports and present information in a clear and concise manner
- Establish and maintain effective working relationships with other employees and the public
- To understand and apply the Township Zoning Resolution and Property Maintenance Code

MINIMUM QUALIFICATIONS:

The employee must possess and maintain:

- A valid driver's license and must be insurable under the township's vehicle insurance policy
- A high school diploma with preference for a degree or certificate in planning, construction, development, or related fields
- Experience with planning, building plan or site review, or zoning and/or building code enforcement
- Must pass a background check and drug test

An application may be obtained on the [Liberty Township website](#) or in person at 1315 Churchill Hubbard Road, Youngstown Ohio 44505 between 7:00 a.m. and 3:00 p.m. M-F. Return application and a resume to:

Liberty Township Administrator
1315 Churchill Hubbard Rd
Youngstown, OH 44505

Liberty Township is an Equal Opportunity Employer