

#06-26

## **JOB POSTING**

TOWN OF MEDWAY

### **BACK UP BUILDING INSPECTOR BUILDING DEPARTMENT**

The Town of Medway seeks qualified applicants for the part-time position of Back-up Building Inspector in the Building Department.

#### **Responsibilities:**

Performs technical inspection work for the Building Department, including field visits and building inspections to ensure compliance with State and local codes, regulations and by-laws. Issues findings and recommendations.

Position responsibilities require judgment in interpreting and applying complex applicable regulations, codes, and by-laws to ensure compliance of building components and systems being inspected; along with regulations set forth by the Architectural Access Board and the Town of Medway Zoning By-Law. Work consists of the practical application of a variety of concepts, practices, and specialized techniques relating to inspection procedures. Assignments typically involve inspecting, testing, or evaluating compliance with established codes and gathering, analyzing, and evaluating facts or data using specialized fact-finding techniques to determine the cause of violations or hazards.

#### **Minimum Qualifications:**

Candidates for this position should be licensed as a Construction Supervisor in the Commonwealth of Massachusetts, have a minimum of five (5) years prior experience in municipal land use and building construction and supervision, have pre-exam approval or full certification by the Massachusetts BBRS as a Local Building Inspector. Valid Massachusetts Class D Motor Vehicle Operator's License, Certification as a Health Officer (Title V) a plus.

Please send a resume, cover letter, and Employment Application to the Human Resource Manager, Joyce Sheehan at [jsheehan@medwayma.gov](mailto:jsheehan@medwayma.gov) or Medway Town Hall, 155 Village Street, Medway, MA 02053. The Application can be found here.

<https://storage.googleapis.com/juniper-media-library/117/2024/08/Employment%20Application.pdf>

**Date of Posting:** February 2026  
**Salary:** \$40.00 per inspection.  
**Closing Date:** Open Until Filled