



## Employment Opening Notice

### Multi-Jurisdictional Building Commissioner

The City of Bedford, in cooperation with the City of Brooklyn, invites qualified applicants to apply for the position of Building Commissioner.

**General Description of Duties:** The Building Commissioner will be an employee of the City of Bedford and will serve both the City of Bedford and the City of Brooklyn under a shared services agreement between those cities. Under the administrative direction of the Mayor of Brooklyn and Bedford City Manager, the Building Commissioner will oversee the day-to-day operations of the Cities Building Department, assigning time as needed; supervise and direct the operations and personnel of the Building Department; respond to inquiries or complaints from residents and businesses; conduct inspections of commercial and residential construction projects; enforce zoning and other appropriate codes; etc.

**Minimum Qualifications for the Position:** Completion of secondary education or equivalent; two (2) to four (4) years of related experience as a Building Official; or any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities.

The successful candidate will be an experienced public sector administrator who is a Certified Building Official per the Ohio Board of Building Standards and hold one or more of the certifications as Electrical Inspector, Plumbing Inspector, or Mechanical Inspector. Certified Master Plans Examiner preferred. The successful candidate must possess a valid Ohio driver's license and must be able to qualify for and remain insurable under the City's vehicle insurance policy.

Salary Range (\$110,000 - \$130,000)

Comprehensive benefit package to include but not limited to health Insurance, vacation leave and vehicle privileges.

Interested candidates must submit a letter of interest and resume via email to [citymanager@bedfordoh.gov](mailto:citymanager@bedfordoh.gov) or by mail to Bedford City Hall, 165 Center Road, Bedford Ohio 44146. The full job description can be found at [Employment Opportunities - City of Bedford, OH \(bedfordoh.gov\)](#) and [Jobs • Brooklyn, OH • CivicEngage \(brooklynohio.gov\)](#)

The City of Bedford is an Equal Employment Opportunity Employer.

This position will remain open until filled.  
Date posted: January 24, 2023