

NOTICE

The Towns of Ridgeway, Shelby and Yates, and the Village of Lyndonville are seeking applications for a full-time Code Enforcement Officer (CEO) position to start January 1, 2022. The CEO will be in charge of the administration and enforcement of the NY State Uniform Fire Prevention and Building Code (the Uniform Code) and the State Energy Conservation Construction Code (the Energy Code).

Minimum Qualifications:

High School Diploma or Equivalency, and

1. Two (2) years experience in construction; or
2. Associates Degree in engineering; or
3. Combination of experience, training and education.
4. NYS Drivers License and personal vehicle

Applicants should have the ability to listen carefully, to communicate clearly, and to relate to others on a personal and professional level. Critical thinking and problem-solving skills are essential.

The successful candidate will be required to attend 6-weeks of training and earn a NY State certification as a CEO within the first 18-months of employment.

Interested applicants should pick up an application at any of the Towns or Village Halls.

All applications must be submitted no later than September 30, 2021.