



# JOB ANNOUNCEMENT

## **FULL-TIME ZONING INSPECTOR** FAIRFIELD TOWNSHIP, BUTLER COUNTY, OHIO

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### **Summary**

The Zoning Inspector is responsible for the enforcement of adopted zoning and nuisance regulations through: inspection of sites alleged to be in violation, ensuring that violations are brought into compliance. Responsibilities also include, processing zoning certificate applications and certificates of occupancy, maintaining records, files and zoning maps of the Township. Duties will include making recommendations to the Zoning Administrator concerning improvements and updates to the current zoning resolution and maps. May assist other Township and County departments with respect to matters concerning code enforcement, mapping, GIS, etc.

**Wage: Up to \$19/hr based on experience**

**Applications must be received by close of business (4:30 PM) on October 12<sup>th</sup> to be considered.** Applications delivered by mail must be mailed early enough to allow for mail service delivery by the closing date. Applications that are incomplete as of the closing date will not be considered in the selection process. Applicants are encouraged to read the Full Job Description located on Fairfield Township's Website ([www.FairfieldTwp.org](http://www.FairfieldTwp.org)).

### **Application Procedure**

Provide the following to be considered

1. Cover letter
2. Resume
3. A completed and signed Fairfield Township application

Application packets can be submitted in person, by mail, or electronically at the addresses listed below.

Fairfield Township Zoning Department      OR      [CGoins@fairfieldtwp.org](mailto:CGoins@fairfieldtwp.org)  
6032 Morris Rd.  
Fairfield Township, 45011