



Code Compliance Technician

Public Works Department
\$5,257.20 - \$6,718.40 Monthly

The Position: Under supervision, performs various administrative and technical functions related to code compliance enforcement and operations, including:

- ♦ assisting Code Compliance Officers with conducting field inspections and investigations
- ♦ enforcement of state and municipal codes related to public nuisances
- ♦ property maintenance, zoning and housing code violations
- ♦ issuing and explaining citations;
- ♦ distributing and/or processing forms and providing customer service

Requirements: High school diploma or GED; ***and,***
One to two years of related experience; ***or,***
Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

Licenses and Certifications:

Valid California driver license

Penal Code 832 Certification (must be obtained within 6 months of hire)

Deadline to submit applications: September 29, 2017, 5PM

Applicants must submit a City job application with the Human Resources Division by the filing deadline. To apply and view additional job information please visit www.weho.org/services/employment. If you are unable to submit your application materials online you can obtain an application package by contacting (323) 848-6860 or at City Hall, 8300 Santa Monica Blvd., West Hollywood, CA 90069. Postmarks will not be accepted. AA/EOE. If you have questions or need special accommodations with the recruitment process, please contact Duane Cobb at (323) 848-6491 or dcobb@weho.org

The City of West Hollywood is an equal opportunity employer. The City provides equal employment opportunities (EEO) and prohibits harassment and discrimination in employment because of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, medical condition, genetic information, military and veteran status, age and pregnancy.