
CITY OF WEST HOLLYWOOD

SENIOR PLAN CHECK ENGINEER

BUILDING & SAFETY DIVISION

\$9,146.59 - \$11,687.50 monthly, plus excellent benefits!

Since 1984, the City of West Hollywood has established itself as one of the most progressive and innovative cities in the country. At only 1.9 square miles, West Hollywood is a robust economic and cultural center known for its iconic destinations such as The Sunset Strip and The Design District.

The City offers a positive environment that embraces diverse backgrounds, encourages creativity and innovation, and rewards dedication to our most important goal – responding to the unique needs of our diverse community.



CITY BENEFITS

Apply your skills to the City of West Hollywood's Building & Safety Division. West Hollywood invests heavily in the people who work to make this a great City. Employees enjoy generous benefits, including: health, dental, and vision coverage for themselves and qualified dependents; flexible medical spending accounts; deferred compensation accounts with City contributions; 10 paid annual holidays; 36 hours of "floating" personal holidays; administrative leave; & generous vacation and sick leaves based on years of service. The City also offers up to \$7,500 per year towards tuition for job-related university course work once employee passes probation.

THE OPPORTUNITY

Serves as lead staff member and performs complex technical functions related to community development processes, including: reviewing architectural, structural and building plans for code compliance; assisting customers by answering questions regarding code requirements; scheduling and facilitating meetings with professionals regarding permit requirements and building code issues; and processing construction permits.

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree from an accredited four-year college or university in Civil or Structural Engineering, Architecture, or a related field; and three to five years of progressively responsible experience in reviewing plans, plan checking, and project management; or any combination which provides the required knowledge, skills, and abilities to perform the essential functions of the job., **Licenses & Certifications:** ICBO/ICC Certified Plans Examiner (must obtain within 6 mos), International Code Council (ICC) certification as a CalGreen Plans Examiner (must obtain within 6 months of hire), Registration as a Professional Civil Engineer or Licensed Architect in the State of California (preferred), California Access Specialist (CASp) certification (desirable)

Deadline to submit applications: Open Until Filled

Applicants must submit a completed online City job application and supplemental questions 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 may contact (323) 848-6860. AA/EOE. 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. If you have questions or need special accommodations with the recruitment process please contact: Janet Boydell at (714) 271-1032 or jboydell@vcacode.com.

