



# WALLA WALLA COUNTY

P.O. Box 1506 □ Walla Walla, Washington 99362  
phone: (509) 524-2600 □ Fax: (509) 524-2603



## EMPLOYMENT OPPORTUNITY

### Community Development Department

**Position:** Building Official/Fire Marshal  
**Starting Salary:** \$6,036.81/month - \$8,874.92/month, Starting Salary: DOQ, DOE  
**Location:** Community Development Department  
**Employment Type:** Full-time (40 hours/week); FLSA Exempt, Non-Union Open Until Filled

**Full time benefits include:**

- County pays for medical, dental, vision, life insurance and employee assistance program for employee and pays an amount towards eligible family members
- Retirement: Walla Walla County full time employees are eligible for Washington State Department of Retirement Services (DRS)
- HRA Veba account: Employer contribution may apply
- Wellness program
- Deferred compensation plans offered
- Twelve paid holidays annually
- Vacation accrual based on seniority
- Benefited employees shall accrue sick leave benefits at the percentage rate of hours worked per week, to a maximum of eight (8) hours earned per month based on a forty (40) hour workweek but not less than one (1) hour per every forty (40) hours worked per County Policy 30.05.0

Visit [Walla Walla County Website](http://www.walla-walla.com) for detailed benefits information.

**Brief Duties and Responsibilities:** Manages the Building Division that has responsibility for safety and health oversight relative to the building/construction environment and the efficient delivery of those services. Develops policies to implement goals of the Division and Community Development Department that are consistent with federal, state, and local regulations. Establishes, follows, and institutes procedures to assure compliance with County policies and Department goals and objectives.

**Working Environment/Physical Abilities:** Position requires driving, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing/listening, seeing/observing. Position will require exerting up to twenty (20) pounds of force occasionally, and/or up to ten (10) pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for light work.

**Minimum Qualifications:** Five (5) years of specialized/technical training and/or experience in building inspection and in the application and use of the Uniform or International Building Codes. Three (3) or more years' experience as a building official; OR a bachelor's degree in architecture, Structural Engineering, Construction Management, or related field; OR a combination of education and managerial/supervisory experience demonstrating equivalent administrative ability and code knowledge. Supervisory experience gained in the construction industry may be substituted for a portion of required training in building inspection.

**Application:** County Application, Resume and Cover Letter Required. Information available on our website at [www.co.walla-walla.wa.us](http://www.co.walla-walla.wa.us) where you can apply online.

**SELECTION IS BASED ON QUALIFICATIONS, ORAL INTERVIEW, BACKGROUND CHECK AND DRIVING RECORD CHECK.**

**EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER / ADA COMPLIANT**



## GENERAL INFORMATION FOR APPLICANTS

**EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER:** All qualified persons will be considered for employment without regard to race, color, religion, sex, nationality, origin, age, political affiliation, disability status or any other non-merit factor. Women, disabled persons, members of ethnic minority and other under-represented groups are encouraged to apply.

## APPLICATIONS

**FILING OF APPLICATION:** Applications must be completed in accordance with the directions on the front of the announcement. Applicants are responsible for the truth of all statements. Misrepresentations, incomplete or inaccurate entries may be the cause for application rejection, removal from the employment list or discharge from County service. A background investigation will be conducted along with reference and former employer checks, driving record, and criminal history if applicable to requirements of the job. Applications must be received or postmarked by the last date for filing applications.

**CHANGE OF ADDRESS:** Applicants are responsible for notifying the hiring department of any change of address or telephone number.

**NOTIFICATION:** Unsuccessful candidates will be notified by mail as soon as feasible following the final selection decision.

## EMPLOYMENT

**ELIGIBILITY LISTS:** Walla Walla County reserves the right to establish an eligibility list to fill any vacancies that may occur in the posted position for a period up to twelve (12) months.

**NOTE:** The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained herein may be modified and/or revoked without notice. Walla Walla County is committed to a drug, alcohol, and smoke free environment.

**Mailing Address:**  
Human Resources/Risk Manager  
P. O. Box 1506  
Walla Walla, WA 99362

**Human Resources/Risk Manager**  
314 W Main Street, 2<sup>nd</sup> Floor  
Walla Walla, WA 99362  
Phone: (509) 524-2600  
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