

VILLAGE OF HEAD OF THE HARBOR
P/T CODE ENFORCEMENT OFFICER

The Village of Head of the Harbor is seeking a part-time (12 hours a week) Code Enforcement Officer. 2-3 days a week, with mandatory Saturday hours. Compensation is \$25.00/hr.

This position is responsible for enforcing the Village Code, investigating complaints, and issuing violations as needed. High school diploma or GED, NYS CEO certification and valid NYS Class D driver's license required. Knowledge of Williamson Building Codes software a plus. Applicant must have strong written communication skills and ability to work independently.

Qualified interested candidates can submit a letter of interest and resumes to:

Village of Head of the Harbor
500 North Country Rd.
St. James NY 11780
ATTN: Personnel Dept.
Fax: 631-862-1417
Email: vhohhr@gmail.com