



## **CITY OF ALVA**

415 4<sup>th</sup> Street  
Alva, Oklahoma 73717  
(580) 327-1340  
Fax: (580) 327-4965

The City of Alva is currently seeking to fill the position of City Inspector/Code Enforcement Officer.

### Job Duties

Summary of job duties include making field inspections of commercial, residential and other construction, review construction plans against permits and compliance to local building codes, checks complaints concerning defective construction, investigates and inspects public nuisances concerning weeds, trash, non-operating vehicles, contacts property owners concerning possible code violations.

### Qualifications

Generally, needs high school education/GED and 5-7 years related work experience to inspect plans and review work of various trades. Must obtain a provisional inspector license from the Oklahoma Construction Industries Board upon hire and within twelve (12) months pass certification examination and obtain a State Inspector License for plumbing, mechanical and electrical.

### Benefits & Application Information

Salary is dependent upon qualifications. Other benefits include health insurance, retirement program, nine holidays per year, birthday off with pay, paid vacation after first year and paid sick leave. Applications are available at 415 4<sup>th</sup> Street, Alva, OK and will be accepted until the position is filled. The City of Alva is an Equal Opportunity Employer.