



CITY of **Leawood**  
Job Announcement

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*Do you have experience in residential or commercial building inspections?  
Do you enjoy conducting field inspections on newly constructed, renovated and repaired buildings?  
Do you want to continue to learn and grow in the field of building inspecting?*

**THE CITY OF LEAWOOD, KANSAS is looking for a  
Building Inspector**

*We are seeking a highly skilled and experienced individual to join our team as a **Building Inspector** as part of the Building Inspections Division of the Code and Building Services Department. The ideal candidate will enjoy the blend of completing inspections on both new and old construction residential and commercial buildings. You will have the opportunity to learn and grow in the field of building inspections by seasoned Building Inspectors.*

*At the City of Leawood, we understand that a healthy work-life balance is essential for the success and well-being of our employees. That's why we're thrilled to present our latest initiative – the New Hire 40-Hour Vacation Program! This program is designed to give our newest team members the chance to recharge, explore, and connect with their passions outside of work. From day one, enjoy the luxury of 40 hours of fully paid time off. Whether you use it for a long weekend getaway, quality time with loved ones, or simply to relax at home, this program is all about YOU. We understand that everyone has different preferences, values, and life situations - tailor your vacation hours to fit your unique needs and schedule. Our goal is to make your time off work seamlessly with your life. We believe that happy employees lead to a thriving workplace. Join us in embracing a culture that values not just the work you do but also the experiences that make you unique.*

**Additional Information:** The City of Leawood offers career development opportunities in which the employee could increase their experience, training, and pay. The position is eligible to receive merit based pay increases every year (merit increase up to 5% increase). Employees also receive a Time In Service Bonus every three years of employment on their anniversary date equal to 5% of their annual salary.

**Summary of the Position:** The Building Inspector performs on-site inspections of new and existing residential construction projects, structures and systems.

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## General Overview of Responsibilities:

- Responsible for conducting field inspections on newly constructed, renovated and repaired residential buildings to ensure compliance with city approvals, approved plans and codes and ordinances.
- Provides guidance and advice on residential inspections to other Building Inspectors.
- Reviews pending and approved permit applications to ensure compliance with City codes and ordinances.
- Keeps abreast of changes to the building codes, new construction products and techniques.
- Provides technical advice and assistance to the development community and members of the public in the application of adopted codes and related planning and zoning ordinances.
- Responds to inquiries and complaints from the public about residential and commercial construction projects, structures and systems and completes a follow-up in each situation as appropriate.
- Responsible for scheduling meetings with developers, owners, and contractors regarding but not limited to inspection routes, schedule and results. Ensures daily inspections are completed.
- Responsible for reviewing pre-approved residential and commercial development and construction plans, including reading blueprints and technical diagrams, to determine compliance details prior to inspection.
- Assists in the training of Building Inspectors and Permit Technicians on plan reviews, permits and inspections of residential buildings to ensure compliance with city codes and ordinances.
- May assist with providing administrative support to the Board of Zoning Appeals.

**Minimum Requirements:** Must have a minimum of two (2) years of experience in municipal building inspections. Associates degree in Building Construction or related field would be equivalent to two (2) years of experience. Six (6) years of experience preferred. Must have two (2) International Code Council (ICC) Residential Inspector certifications; certifications include Residential Building, Electrical, Mechanical, and Plumbing Inspector certifications or equivalent certification through an accredited agency approved by the Director of Building and Code Enforcement. Four International Code Council (ICC) Inspector certifications preferred. Additional Certifications: Must have Erosion Control Inspector Certification through an accredited agency approved by the Director of Building and Code Enforcement or be able to retain within one (1) year of hire. Must have Disaster Assessment Certification through an accredited agency approved by the Director of Building and Code Enforcement or be able to retain within one (1) year of hire. Must possess a valid driver's license and acceptable driving record per the City's drivers *Use of Vehicles for City Business* policy throughout employment with the City.

**Accepting Applications through May 3<sup>rd</sup>.**  
**Starting Rate of Pay:** \$25.78 - \$28.36 / hourly  
(This is a non-exempt benefits eligible position.)

**Ready to Learn More?**

Visit the posting link located at [careers.leawood.org](https://careers.leawood.org).

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