



Village of Arlington Heights, Illinois Director of Building and Life Safety

Arlington Heights, IL (pop. 75,100) The Village of Arlington Heights is a thriving, established community that has successfully blended its rich history with progressive development. Located 25 miles northwest of downtown Chicago, Arlington Heights is home to the Arlington Park Racetrack and has an energetic downtown where residents gather nightly to dine in a wide variety of restaurants and enjoy a number of cultural amenities. A family-oriented community, residents enjoy high quality municipal services, beautiful parks and open spaces, a variety of recreational options and commercial areas that provide numerous retail opportunities. The Building and Life Safety Director is appointed by the Village Manager and is responsible for planning and directing the functions and operations of the Building and Life Safety Department, including inspections of Village buildings and other structures for structural safety and ordinance compliance. The Building and Life Safety Department has a staff of 18 and an annual budget of \$2,790,000.

Candidates should have considerable knowledge of national, state, and local building, fire, electrical and plumbing codes and ordinances and the methods and materials used in all aspects of construction. Considerable knowledge of budget preparation and administration, personnel policies and practices, staff supervision, evaluation and development are highly desirable. Well-developed communication skills and the proven ability to exhibit a collaborative, welcoming approach with elected officials, residents, the business community, and employees is necessary.

The successful candidate will have the following qualifications and experiences:

- An ability to provide leadership for the Department in all aspects of the building community and to provide top quality and ever improving customer service experience to its residents, business owners, and other applicants. An ability to continue to strike a balance between maintenance of high community standards and a friendly and informative application process.
- The desire to enhance and strengthen internal communication and cooperation to enhance customer service is a key priority. The ability to solicit ongoing feedback on the review process from internal and external stakeholders on what works well and what doesn't and to be accessible to the public, employees, and representatives of other departments.
- A Bachelor's degree in a related field and ten years related building experience including three years supervisory experience, or an equivalent combination of education and experience that would demonstrate the skills and ability to perform the work. Licensure through ICC/IBC is strongly preferred.

The expected hiring salary range is \$125,000 - \$140,000 DOQ plus excellent benefits. Residency is not required. Apply online at www.GovHRJobs.com with resume, cover letter, and contact information for five professional references by August 14, 2020 Attn: Sarah McKee, Senior Vice President, GovHR USA, 630 Dundee Road, Suite 130, Northbrook, IL 60062. Tel: 224-282-8310.

The Village of Arlington Heights is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to our success. We seek to recruit the most

talented people from a diverse candidate pool and strongly encourage women, people of color, LGBTQ individuals, people with disabilities, and veterans to apply.

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