



# Chief Building Official

Grand County, UT

125 East Center Street



**\$79,086.38 - \$119,625.16 ANNUALLY**

Starting wage dependent on experience and qualifications

## **HOW TO APPLY**

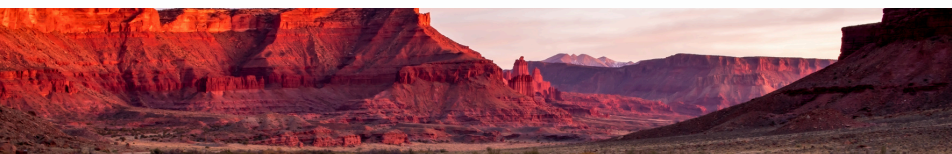
Apply online at [www.grandcountyutah.gov/jobs](http://www.grandcountyutah.gov/jobs) or  
email cover letter and resume to:

**[gchr@grandcountyutah.gov](mailto:gchr@grandcountyutah.gov)**



## **About the Position:**

The Chief Building Official performs a variety of administrative, supervisory, professional and technical duties as needed to plan, organize, direct and coordinate the daily operations of the Grand County Building Department. This position acts as the FEMA Community Floodplain Administrator. The Building Official oversees compliance with construction codes as dictated by Utah state statute and with floodplain administration as dictated by the National Flood Insurance Program (NFIP). This position manages Grand County's flood loss reduction activities by enforcing the community's flood damage prevention ordinance. This position supervises the Building Inspector and Permit Technician/Floodplain Manager, and is supervised by the Commission Administration office.



## **Essential Functions:**

- Directs County building inspection operations, including enforcing building codes and managing departmental administrative activities.
- Coordinates inspections, plan reviews, and permit issuance.
- Responsible for department budgeting, staff management, and policy development/revision.
- Oversees floodplain regulations and reviews/updates flood maps and policies.
- Coordinates with federal, state, and local agencies on flood-related projects and compliance, and serves as a liaison for floodplain and emergency responsive activities.

***This is not an exhaustive list of all duties. Please read full job description before applying.***

This position typically works 8 am - 5 pm, Monday to Friday and attends evening meetings as needed.



## **Knowledge, Skills, & Abilities:**

- Knowledge
  - Considerable knowledge of principles, practices and functions of building plan reviews and inspections.
  - Considerable knowledge of state and local building laws and ordinances, & their relationship with uniform building codes.
  - Knowledge of surveying, construction, hydrology, and hydraulics.
  - Knowledge of requirements and applications of the National Flood Insurance Program (NFIP).
  - Principles of public relations
- Skills
  - Effective verbal & written communication, conflict resolution, and problem-solving skills
  - Advanced proficiency in computers and software applications
  - Skilled in one or more construction trades (building, electrical, mechanical, etc.)
- Ability
  - Accurately interpret and enforce applicable codes
  - Analyze structural compliance, and read plans/specifications
  - Work in physically demanding environments
  - Quickly learn Grand County operations, policies, and procedures
  - Foster successful, collaborative relationships with a variety of stakeholders



## **Qualifications:**

- Must possess and maintain certification from ICC as a Combination Inspector and ICC Plans Examiner.
- Must possess a license from the Utah Department of Professional Licensing as a Combination Building Inspector.
- Must have training in the National Flood Insurance Program and a Certified Floodplain Manager certificate, OR obtain such a certificate within six (6) months of beginning employment.
- Subject to on-call or call-out status, which may include weekends or holidays.
- Must pass pre-employment drug screening and background examination.
- Must possess a valid Driver's License.