



# THE TOWNSHIP OF BRIDGEWATER

100 COMMONS WAY / BRIDGEWATER, NJ 08807

908/725-6300 / FAX 908/725-3365

## JOB POSTING

<b>POSITION:</b>	Construction Official
<b>POSTING DATE:</b>	May 30, 2023
<b>CLOSING DATE:</b>	June 13, 2023 @ 5:00 pm (Eastern)
<b>JOB TYPE:</b>	Full-Time
<b>REPORTS TO:</b>	Director of Municipal Services
<b>UNION AFFILIATION:</b>	None
<b>SALARY RANGE:</b>	Grade R; Minimum:\$79,090.67/ Maximum \$129,951.02

---

## **RESPONSIBILITIES:**

Position includes management responsibilities and supervision of the UCC office and duties as outlined in the New Jersey Uniform Construction Code. Applicant must have current Construction Official, Building HHS Subcode and Inspector License and will be required to perform all of the duties required for those licenses. Additional licenses a plus. Must have a valid New Jersey Driver License. The Construction Official is responsible for enforcing standards as adopted by the State of New Jersey Department of Community Affairs and the UCC regulations. The successful candidate shall oversee the day to day operations of the agency, including but not limited to the following:

- Enforce the UCC regulations and 5:23-4.5h as well as the duties described within the Act 52:27D-126b
  - Coordinate the activities of the subcode officials
  - Ensure that all required inspections have been completed prior to issuance of C.O.
  - Assist in the establishment of a budget for the Division
  - Prepare and obtain reports required in the regulations and by the Department Director
  - Consult with the appropriate subcode officials in determining conformity with the standards as adopted by the State of New Jersey Department of Community Affairs
  - Ensure that all required reports and inspections are properly filed
- 

## **QUALIFICATIONS:**

Must possess qualifications established for at least one of the four Subcode Official licenses. Must possess a Construction Official license and a Technical Inspector license. Must have the ability to work and deal harmoniously with municipal officials, contractors and the general public, offering sound and accurate information.

---

## **SUPPLEMENTAL INFORMATION**

**Authorization to Work:** US citizenship is not required. Selected candidate must be authorized to work in the US according to Department of Homeland Security, US Citizenship and Immigration Services regulations.

**Residency Law:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all persons newly hired must establish, and then maintain, principal residence in the State of New Jersey.

---

## **HOW TO APPLY**

To apply, submit a resume and completed and signed employment application to [personnel@bridgewaternj.gov](mailto:personnel@bridgewaternj.gov), no later than **5:00 pm on Monday, June 13, 2023**. Please put "Construction Official" in the subject line of the email.

The employment application is available at [https://www.bridgewaternj.gov/wp-content/uploads/2023/05/Fillable\\_Bridgewater-Township-Employee-Application\\_2023.pdf](https://www.bridgewaternj.gov/wp-content/uploads/2023/05/Fillable_Bridgewater-Township-Employee-Application_2023.pdf)

**AN EQUAL OPPORTUNITY EMPLOYER**