

City of Anoka  
Certified Building Official

The City of Anoka is seeking a Certified Building Official. This is a Full-time, benefit earning position.

Primary responsibilities include: Interpreting, administering and enforcing the City Building Code and Plumbing Code, which are based upon the State of Minnesota Building & Plumbing Code. Conduct inspections of new or remodeled, residential and commercial buildings for compliance with codes and ordinances governing construction, plumbing and heating. Maintain appropriate records of all inspections, citations, etc. Conduct or assist in conducting inspections of housing units for compliance with the Housing Maintenance and Rental Housing Codes. Review and approve requests for building, remodeling, and demolition permits. Identify code violations and recommend steps necessary to achieve compliance. Respond to citizen complaints related to building/inspections and inspect properties of concern to protect health and safety of occupants.

Qualifications/Prerequisites: Must be a State Certified Building Official. Minimum three (3) years experience as a Certified Building Inspector. Ability to obtain a State Municipal Delegation Agreement within the first six (6) month of employment with the City. Must possess an unrestricted Driver's License and a satisfactory driving record. Must meet standard background check and Pre-employment physical and drug screen.

Starting Salary: \$75,420.80/yr - \$94,265.60/yr DOQ.

Job posting and application packet may be obtained from the Anoka City Hall, by downloading from the City's website at [www.anokaminnesota.com](http://www.anokaminnesota.com) or by calling 763-576-2740.

Application packets must be submitted to City of Anoka-Jobs, 2015 First Ave, Anoka-MN 55303 or via email to [Anokajobs@ci.anoka.mn.us](mailto:Anokajobs@ci.anoka.mn.us). Deadline for applications is 4:30 p.m. Friday, June 24, 2022. AA/EOE