



THE CITY OF ROCKLIN ANNOUNCES AN
OPENING FOR:

CHIEF BUILDING OFFICIAL

\$108,213 - \$149,172 per year

[APPLY HERE](#)

*The Vision Statement of the City of Rocklin
is to become a city that provides its citizens with
exceptional quality of life while maintaining its small town
sense of community.*



**Application Deadline:
May 28, 2021 at 5:00pm**

CAREER OPPORTUNITY

The City of Rocklin is seeking a new team member to serve as Chief Building Official for the Community Development Department. Under general direction, the incumbent plans, organizes, directs, and reviews the activities of the Building Division, including plan review and building inspection; performs complex plan reviews and building inspections; ensures all construction and occupancy activity meets applicable federal, state, and local laws and regulations; focuses on integrating all development services in a manner that results in an exceptional experience for customers; exercises direct supervision over assigned staff; serves as a technical resource; coordinates assigned activities with other departments and outside agencies; and provides highly responsible and complex administrative support to the Community Development Department.

The Chief Building Official is a single position management level classification responsible for overseeing the day-to-day operations of the Building Services Division. This position plays a critical role in the City's overall development services operation and is the City's primary technical expert on building safety and manages the Division's plan review and inspection activities. The incumbent is responsible and accountable for the quality of services provided by the Building Division staff. Residents, business owners, architects, contractors, and other professionals routinely interface with Building Division staff and the Chief Building Official is responsible for ensuring that they receive courteous, accurate, and professional services that are consistent, predictable, and timely.

[Click here to view the
Job Description](#)



THE IDEAL CANDIDATE

This is a tremendous opportunity for a dynamic and visionary individual who can motivate and lead a progressive and high-functioning team. The ideal candidate will have the following attributes:

- Demonstrates knowledge of and experience with building principles and practices.
- Is able to perform complex plan review and building inspections.
- Can resolve building permit and inspection issues as they occur by understanding the issue and identifying workable alternatives.
- Will be a versatile self-starter who is able to successfully coordinate and manage multiple assignments and projects while developing and maintaining relationships based on trust and mutual respect.
- Is an innovator who looks to improve customer service and satisfaction.
- Is a teacher when developing and motivating Building Division staff.
- Exhibits engaging and approachable behavior; strong interpersonal, analytical, written and verbal communication and presentation skills; and handles sensitive situations with tact and diplomacy.

CURRENT AND UPCOMING OPPORTUNITIES

The next Chief Building Official will have the opportunity to coordinate current and ongoing efforts to upgrade the City's permit tracking system and guide and assist the City's transition to more paperless and touchless processes, including but not limited to, electronic plan submittal and review.

TEAM ROCKLIN CULTURE

As an organization, the City of Rocklin is dedicated to maintaining a high standard of service, a collaborative team environment, innovative ideas, transparency, and on-going training and development. Team Rocklin takes pride in serving the citizens and maintaining a safe and thriving community. Rocklin team members appreciate the strong support they receive from the citizens who respect and value what they do to keep the City a great place to live, work and play. Working at the City of Rocklin, you can see firsthand the strong sense of community and high standard of service. Rocklin continues to be an innovative leader that is creating its own identity by challenging the status quo. Team Rocklin members are capable experts in their fields, who work together to accomplish the strategic objectives set forth by the City Council.

BENEFITS

■ Medical

A variety of plans are offered through CalPERS. The City contributes up to \$1,200 per month to active employees and eligible retirees, and the employee pays the difference.

■ Dental and Vision

City-paid for employee and dependents

■ Leave Accruals

Sick Leave: 12 sick days per year

Vacation: 15 days first year, progresses up to 27 days based upon years of service

Holidays: 10 paid holidays per year

Management Leave: 40 hours per fiscal year

■ Retirement-CalPERS (in accordance with Public Employees' Retirement Law)

2% @ 62 (PEPRA) employees: Hired on or after January 1, 2013 with no prior membership with a California public retirement system or not eligible for reciprocity.

2% @ 55 (Classic) employees: Current CalPERS members or former CalPERS members without a break of service of more than 180 days.

■ Deferred Compensation

Rocklin offers optional programs for employee participation (457 plans).

■ Insurance

Life Insurance and AD&D: City paid \$50,000

Long-Term Disability: coverage is 60% of monthly salary up to \$6,000/month.

■ Retiree Medical

The City contributes up to \$1,200 per month for post-retirement medical insurance premium costs.

[Click here to view Benefits Summary](#)

MINIMUM QUALIFICATIONS

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Equivalent to a Bachelor's degree from an accredited college or university with major coursework in building design, building inspection, construction management, architecture, engineering, or a related field;

AND

- Five (5) years of full-time experience as a building inspector, including at least two (2) years of full-time experience supervising building inspectors.

License Requirements

- Current certification as a Building Official through the International Code Council is required at the time of appointment.
- A valid California Class C driver license or higher is required at the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.

SUPPLEMENTAL QUESTIONNAIRE

1. After reviewing the minimum qualifications, please describe how your education and experience qualifies you for this position. If you have a college degree, please attach a copy.
2. Do you have experience performing complex plan reviews and building inspections? If yes, please explain.
3. Do you have a current certification as a Building Official through the International Code Council? If yes, please attach a copy of your certificate.
4. Do you have experience with permit tracking software and electronic plan submittal and review? If yes, please explain.



APPLICATION PROCESS

Applicants are encouraged to apply online by:

May 28, 2021 at 5:00pm

A complete application will need to be submitted along with responses to the required supplemental questions.

[APPLY HERE](#)

SELECTION PROCESS

Applications will be screened against the minimum qualifications. Those who qualify may be further screened to identify the best qualified candidates.

Offers of employment are conditional upon successful completion of a pre-employment physical examination, and live scan clearance. All applicants will be notified by email following application review.



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