

TITLE **Community Development Project Inspector I**

CATEGORY Community Development

EOE STATEMENT We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

CLOSE DATE

DESCRIPTION Are you a task oriented worker and seek a sense of accomplishment each day? Come join a dedicated team of Community Development professionals as a Community Development Project Inspector. The Piedmont Triad Regional Council seeks individuals for a learning and growth opportunity. Individuals should have an interest in developing skills building construction and trades person work with the intent to successfully administer government compliance and assistance programs related to housing, weatherization, rehabilitation and general community development. Work conducting inspections on Section 8 rental properties to ensure federal housing quality standards and compliance and/or conducting energy audits, construction inspection, work order and bid specification, and assessing quality of completed work for the Regional Council's Community Development programs. The successful candidate will demonstrate a responsible work history exercising a pattern of reliability and independent work, as well as, an interest in developing a greater skill set and increasing work assignments and responsibilities. Work is performed as part of community development solutions team including CD Program Intake personnel, CD Administrative Coordinator and is performed under the leadership of the CD Project Supervisors. **Job posting will remain open until filled.**

POSITION REQUIREMENTS Minimum qualifications are a high school graduation or equivalent supplemented by trade school course work in building construction trades and three years of experience in the construction trades and bid specification preparation work; or an equivalent combination of education and experience sufficient to provide the required knowledge, skills, and abilities. Other knowledge, skills and abilities include; some knowledge of construction standards; ability to establish and maintain effective working relationships with contractors and the public; basic math skills; computer skills including MS Outlook, Excel, and Word; ability to record field activities and inspection details into a tablet device; ability to read and write legibly; ability to communicate effectively with people from various socio-economic backgrounds; ability to mediate and resolve conflicts; ability to build and maintain good working relationships; and knowledge of problems and needs of people with limited incomes. Travel throughout 12-county region is required. Other travel may be

required on occasion. Successful candidate must pass organization's pre-employment drug screen and organization's background screening process. The probationary employment period is completed by obtaining the last of the following requirements; Housing quality standards (HQS) certificate, and having six months of performance as an independent operator.

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ABOUT THE ORGANIZATION The Piedmont Triad Regional Council is the Lead Regional Organization that collaborates with the local leaders of the 12 county Piedmont Triad region to implement creative regional solutions with the mission to improve the lives of the community. The PTRC accomplishes its mission through seven programs that include the Area Agency on Aging, Criminal Justice Systems Administration, Economic Development, Community Development, Management Services, Regional Planning, and Workforce Development. The PTRC hires and retains staff that is at the top of their field. [See why our employees love working at the PTRC.](#)

SALARY RANGE Starting salary is dependent upon credentials and experience. PTRC offers competitive salary and excellent benefits including Local Governmental Employees Retirement System (LGERS).

EXEMPT/NON-EXEMPT Non-Exempt

FULL-TIME/PART-TIME Full-Time

LOCATION Kernersville

OPEN DATE 3/10/2021

DOCUMENT UPLOAD [Benefits for Full Time Employees FY 2020-2021 16.pdf](#)