

Code Enforcement Officer

The Village of Salado has an opening for a Code Enforcement Officer, within the Police Department

Part-Time/ 16 hours per week

Starting hourly salary is \$14.50 per hour

Job Description

This position ensures compliance with applicable Village Ordinances. Under limited supervision, the position, investigates complaints and identifies alleged violations in an assigned area of responsibility, to assure compliance. Code Enforcement Officer will maintain up to date records, prepare reports as needed, prepare and issue notices of violations. The clear goal of this position is to increase compliance with Village Codes by educating and communicating effectively and courteously, while responding to citizen complaints and questions in person, in writing, and by telephone

Job Requirements

High School Diploma or G.E.D.

Two years of Code Enforcement experience or related experience

Valid Texas Driver's License

Certification by the State of Texas as a Code Enforcement Officer or Current license Police Officer.

Applications may be picked up at the Salado Municipal building, 301 North Stagecoach Road, Salado, TX 76571 or by calling 254-947-5060