

Borough of Stroudsburg Job Opening Assistant Code Enforcement / Zoning Officer

The Borough of Stroudsburg, Monroe County, PA, seeks a dedicated, energetic individual to join the Borough's Code Enforcement Office. This position will primarily be responsible for field inspections of properties, locating violations, and enforcing property maintenance, zoning, and various other ordinances of the Borough. Stroudsburg Borough has a total budget of \$11.9 Million (General Fund \$5.2 Million) in 12 Funds and is financially stable, with substantial surpluses the past two years and reserves in place. The Code/Zoning Office has 2 FT and 2 PT employees.

The Borough is looking for candidates that have: 1) municipal government or private sector code enforcement experience; and/or military experience; and/or experience in the construction field; 2) excellent interpersonal, conflict resolution and communication skills; 3) strong computer skills, including database applications; 4) zoning/planning experience is desirable, but not necessary. Salary is \$20-\$21/hour, based on experience, with excellent benefits, including fully Borough paid health, dental and vision insurance; pension with full vesting after 10 years; and generous time off.

Applications are due NLT 5:00 pm on Friday, September 15th, 2023. Please email cover letter and resume with three professional references to Human Resources Manager Becky Smith, rsmith@stroudsburgboro.com. Applications will be reviewed on a rolling basis.