



VILLAGE OF TARRYTOWN

One Depot Plaza, Tarrytown, New York 10591-3605

www.tarrytowngov.com

Mayor

KAREN G. BROWN

Deputy Mayor

REBECCA McGOVERN

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914-631-1785

VILLAGE TREASURER

914-631-7873

VILLAGE CLERK

914-631-1652

VILLAGE ENGINEER

914-631-3668

DEPT. OF PUBLIC WORKS

914-631-0356

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March 8, 2024

Job Posting Assistant Building Inspector

The Village of Tarrytown is seeking to fill an opening in the position of Assistant Building Inspector in the Building Department. Under general supervision, the position of Assistant Building Inspector, second to the Building Inspector, performs a variety of building department functions pursuant to the civil service job description for this position including plan reviews and inspections, as well as local code and New York State Code enforcement and investigations. A copy of the civil service duty statement is attached. Early hours, late afternoons and weekend work may be required for enforcement purposes.

The job is subject to County and State Civil Service requirements and it is a competitive/tested position and must meet Village of Tarrytown local requirements as well.

A valid NYS driver's license is required. Residency in Westchester County or an adjoining county in New York State is required by law. The annual Village salary is presently in the range of \$55,000 to \$66,950, DOQE, with time and a half over 40 hours a week.

Applicants are encouraged to submit a resume by e-mail preferred, and should be on the Westchester County Civil Service list or working currently in this title to be considered. E-mail is rslingerland@tarrytownny.gov. Position will be posted for fifteen days from the date of this notice.

The Village of Tarrytown is an Equal Opportunity Employer and is fully committed to maintaining a workplace free of discrimination and harassment based on race, gender, gender identification, religion, age, color, national origin, disability, sexual orientation, and other non-merit factors. All persons applying for employment and employed by the Village shall be afforded equal employment opportunity in initial employment and consideration for advancement.

Richard Slingerland
Village Administrator

cc: Bulletin Boards; Building Department, Human Resources