

# City of Sumter



## **VACANT POSITION** **Codes Enforcement Officer** **Codes Department**

**Job Purpose:** Under general supervision, will assist in the City's efforts to implement its enforcement mission related to zoning, abandoned and unsafe buildings, junk, waste, weeds, blight and other quality of life issues. Must possess the ability to effectively analyze situations; to write clearly; and to think critically. Must be service oriented, have the ability to resolve problems and the temperament to handle complex and sometimes confrontational situations. The Officer will work in a variety of capacities for the City's Planning Department.

**Minimum Qualifications:** High school diploma and one to two years experience in a position with a high degree of positive, results-oriented public interaction. Must be able to communicate effectively in difficult situations and have the ability to de-escalate confrontational encounters. A college degree is preferred. Must possess a valid South Carolina driver's license.

Deadline to Apply: Open until filled

Mail resume with cover letter and application from [www.sumtersc.gov](http://www.sumtersc.gov)  
to:

City of Sumter Human Resources  
21 N. Main Street  
Sumter, SC 2915