

Township of Manalapan

ADMINISTRATION

120 Route 522 • Manalapan, NJ 07726 • 732-446-8308 • Fax 732-446-9615

Website: www.mtnj.org

Mayor
JACK MCNABOE

Deputy Mayor
SUSAN COHEN

Township Committee
MARY ANN MUSICH
ERIC NELSON
ROBERT GREGOWICZ



Township Administrator
TARA L. LOVRICH

POSITION VACANCY

POSITION: FULL TIME HOUSING INSPECTOR

SALARY RANGE: \$65,554 AFSCME UNION

HOURS: 8:30-4:00 PM

QUALIFICATIONS:

Seeking a full time Housing Inspector to perform field inspections based on Municipal Ordinances. Knowledge of the administrative provisions of the NJ Uniform Construction Code, NJ State Housing Code and Residential Maintenance Code required.

Responsibilities include but not limited to: Field Inspections, report preparation, filing, and answering email and phone requests for the general public.

Requirements: Computer skills, strong oral and written communication skills, the ability to work independently and collaboratively with homeowners and office personnel, ability to conduct inspections outdoors and enter residential homes in all weather conditions, a valid New Jersey Driver's License, and background check.

Experience in building inspection, building repair, building maintenance, construction, construction inspection, and/or other work concerned with building structures and/or building repair a plus.

**If interested, please send a copy of your resume to the Administration Office,
info@mtnj.org**