



— EST. 2007 —

APPROVED CODE
SERVICES

Exciting Job Opportunity with Approved Code Services, Inc!

Construction Code Official

Who is Approved Code Services, Inc.?

Visit our website at www.approvedcode.com

Approved Code Services, Inc. is a recognized and trusted Pennsylvania state-certified third-party agency made up of a team of Pennsylvania Uniform Construction Code (UCC) Officials and International Code Council (ICC) Master Code Professionals with many years of experience working with top builders, respected designers, local municipalities, and area homeowners.

Founded in 2007, we are dedicated to helping the public understand, navigate and properly apply the building codes in South-Central Pennsylvania. We provide inspection, plan review, and code consulting services, as well as “municipal backup” services to assist municipalities with heavy workloads. Our goal is to **“make the codes work for you,”** aiding municipalities, builders, design professionals and home owners in building safe and comfortable structures. Our offices are located in Mechanicsburg, PA, where we are centrally located to serve our **20 plus municipal customers.**

Who are we looking for?

Fulltime position of Construction Code Official

What are the minimum requirements?

Approved Code Services is looking for a new teammate to fill the **fulltime position of Construction Code Official**. You must have a high school diploma and at least 3 to 5 years of relevant work experience. You must be willing and able to maintain the continuing educational requirements in order to complete at least **six ICC commercial code certifications.**



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What skills do you need?

Primary responsibilities will include reviewing building plans and specifications as well as inspecting a variety of commercial and residential properties within the South-Central Pennsylvania area to ensure compliance to PA-Uniform Construction Codes.

You also need to be able to understand and carry out complex verbal and written directions and be able to present material both verbally and in writing. **You will need to be able to establish and maintain cooperative relationships with municipality officials, contractors, owners, and the general public.**

All Code Officials must be able to effectively use computer applications such as **Microsoft Word, Excel and Outlook**. They must possess the physical condition commensurate with the duties of the position.

Why consider a career with ACSI?

- We have over 12 years of outstanding service and a solid reputation of excellence.
- We offer competitive compensation and benefits packages.
- Our team is made up of seasoned veterans as well up and coming code professionals.
- The opportunity to learn a highly demanded and highly valued technical skill.
- We have a history of financial growth, as well as regional expansion of our service area.

Interested?

If you are interested in contacting us about this opening please email us at careers@approvedcode.com. You can also reach us by phone at 717-506-0464.