

Job Title: Code Enforcement Officer

Employee in this position is responsible for enforcing the environmental, sanitation, housing, and utility codes of the City of LaGrange and the State of Georgia. Employee reports to the Patrol Division Commander or his designee.

Examples of Work

- Respond to customer complaints about improper landscaping, abandoned cars, and poor sanitation practices in their neighborhoods.
- Work with the Utility Department to identify and prosecute cases of utility theft.
- Summon violators to court as necessary.
- Deliver disconnect warnings to commercial utility customers.
- Gather evidence and present in court as required.
- Stay informed about changes in environmental, housing, and utility codes.
- Maintain detailed records of work performed.

Knowledge, Skills, and Abilities

- Ability to interface with citizens in a polite and professional manner.
- Knowledge of utility meters and the ability to detect tampering.
- Knowledge of applicable utility, housing, and environmental codes.
- Ability to work in a cooperative manner with multiple City Departments.
- Skilled in using tools necessary for carrying out assigned duties.
- Ability to write clear and concise letters.
- Ability to do basic math.

Necessary Training and Experience

- High school diploma or GED equivalent.
- Georgia driver's license.

For information in reference to current openings for this position visit the City of LaGrange website at <http://www.cityoflagrange.org>.

The current postings are listed under the Employment Opportunities link.

The LaGrange Police Department is an Equal Opportunity Employer.