



Mayor: Robert Allen
Deputy Mayor: Robert Ryan

Trustees: Deb Alter, Brett Hanselman, Doug Sauer,
Dan Schuttig, and Megan Walraed

The Village of Hoosick Falls is now accepting applications for the following positions:

Code Enforcement Officer (Full Time)

Applications Due by 2/7/25

Position: Code Enforcement Officer

Village of Hoosick Falls – Full time – 37.5 Hours/Week Mon-Fri

Pay Rate: Negotiable (with benefits)

The Village of Hoosick Falls is seeking applicants for full-time position of Code Enforcement Officer. This opening will initially create a 2nd full-time Code Enforcement Officer for the Village of Hoosick Falls, with the eventual goal of taking over leading the department this summer. All interested parties should submit an application, resume and a cover letter to the Village Office at 24 Main Street, Hoosick Falls, NY 12090, and/or may email Olivia Schneider, Village Clerk, at clerk@hfvillage.org by close of business **Friday, February 7th, 2025**.

JOB DESCRIPTION

The Village's Code Enforcement Department is responsible for enforcing the Village's ordinances and codes related to building code, housing conditions, sanitation, health and safety, property maintenance, parking, and other matters of public concern.

JOB QUALIFICATIONS

Code Enforcement Officers must be able to work a flexible schedule, and also work outdoors in varying weather conditions. Some experience and familiarity with code enforcement, building regulations, and office-related computer skills are required. Qualified candidates are required to have at minimum a high school diploma or a GED and a valid driver's license. Additional training and meeting state-required certification needs, as well as preparation for and passing any civil service-related exams, will be part of the initial workload.

The Village of Hoosick Falls is an Equal Opportunity Employer.