

**The Borough of McKees Rocks, Allegheny County, Pennsylvania is seeking a qualified Code Enforcement Officer. The Code Enforcement Officer is responsible for the enforcement activities relating to all Borough Ordinances along with the 2009 International Property Code. This position will also work in conjunction with the Building Code Official at times, under the supervision of the Borough Manager.**

**Job Requirements:**

- 1. Previous code enforcement experience in another PA municipality is preferred**
- 2. Knowledge of McKees Rocks Borough/2009 International Property Maintenance Code**
- 3. Experience with Municipal Court and Court of Common Pleas of Allegheny County**
- 4. Ability to write notices of violations and citations in a timely manner**
- 5. Ability to enforce all local borough ordinances and 2009 International Property Maintenance Code**
- 6. Ability to research property data**
- 7. Ability to handle blighted properties in conjunction with the Building Code Official**
- 8. Attend Council and Committee meetings when required**
- 9. Other lower level duties as assigned**
- 10. Background check, Physical, and Drug Screen required**

**Please mail a cover letter and/or resume to The Borough of McKees Rocks  
340 Bell Avenue McKees Rocks, PA 15136 or remit electronically  
[adminassistant@mckeesrockspa.us](mailto:adminassistant@mckeesrockspa.us)**

**[Borough Residents Encouraged to Apply](#)**

**Deadline to Apply: February 22, 2021**