



MOBERLY
MISSOURI

SEARCH FOR: BUILDING OFFICIAL

MOBERLY, MISSOURI

jobs.thenextmovegroup.com/moberlymo



Search conducted by:



Next Move Group
We Are Jobs



ABOUT MOBERLY, MISSOURI

Nestled in the heart of Randolph County, Moberly, Missouri, affectionately known as the "Magic City," boasts a rich history dating back to its founding in 1866 as a pivotal railroad hub. This vibrant community of approximately 13,783 residents experienced explosive growth during the railroad boom, earning its enchanting nickname and establishing itself as a transportation center that connected the region to broader opportunities. Today, Moberly blends its historic charm with modern connectivity, situated just 30 minutes from the University of Missouri-Columbia and linked to Interstate 70 via a four-lane highway, making it an ideal spot for those seeking a small-town feel with easy access to urban amenities. As the childhood home of notable figures like General Omar Bradley and authors Jack Conroy and Elizabeth Seifert, Moberly celebrates its legacy through museums and cultural sites, inviting newcomers to immerse themselves in a place where history comes alive amid progressive infrastructure improvements, including high-speed internet fiber parks and upgraded airports.

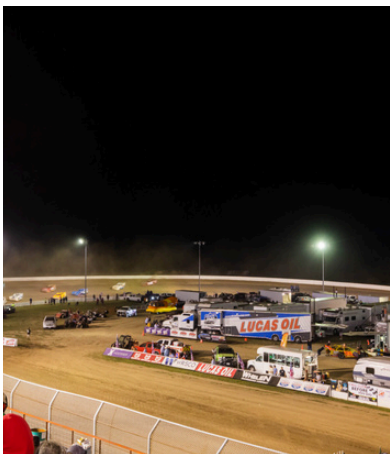


What sets Moberly apart is its commitment to quality of life, with ongoing investments in water, sewer, streets, and recreational trails that surpass those in larger cities. Home to a regional medical center and a thriving arts scene, the city fosters a welcoming atmosphere perfect for families, professionals, and entrepreneurs. Whether exploring its historic districts listed on the National Register or enjoying the natural beauty of its surroundings, Moberly offers a magical blend of tradition and innovation that makes it an exciting destination to call home.



COMMUNITY

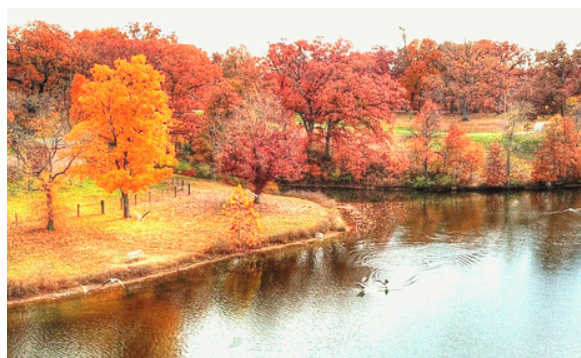
Moberly's community spirit shines through its array of public services and organizations designed to foster connection and well-being for all residents. From efficient utilities and responsive emergency management to a dedicated fire and police department prioritizing safety and education, the city ensures a supportive environment where neighbors look out for one another. Community organizations, including the Randolph County Historical Society with its museums on local history and railroads, provide engaging ways to dive into the area's heritage, while events like summer festivals and youth programs build lasting bonds.



Life in Moberly is enriched by a focus on wellness and inclusivity, with initiatives that promote civic involvement and quality enhancements for citizens. The city's council-manager government encourages resident participation, and partnerships with local chambers and economic groups create opportunities for volunteering, networking, and celebrating milestones. Whether attending community spotlights or utilizing resources for everyday needs, Moberly cultivates a warm, vibrant atmosphere that makes it easy to feel at home and excited about contributing to its ongoing story.



PARKS & RECREATION



Moberly Parks and Recreation stands out with over 500 acres of beautifully maintained parkland across five stunning locations, offering something for everyone from serene natural escapes to high-energy activities. Highlights include the expansive Rothwell Park, a former quarry transformed into one of Missouri's largest municipal parks with lakes, forests, and trails perfect for hiking, biking, and fishing—complete with boat ramps, paddleboat, and canoe rentals for family adventures. The Howard Hills Athletic Complex features eight baseball/softball fields and three football/soccer fields, hosting youth leagues like the historic Moberly Midget League (since 1950) and Optimist Club programs that keep kids active and engaged year-round.

Adding to the fun, the Moberly Aquatic Center provides refreshing swims and events, while the Magic City Line—a one-mile miniature train track—delights visitors of all ages. With over two miles of paved trails, a campground, lodge, and municipal auditorium for gatherings, the department's diverse leisure activities promote wellness, conservation, and community enrichment. Recent projects, like expanded parking and infrastructure upgrades, ensure safe, clean spaces that elevate daily life, making Moberly a recreational haven where outdoor enthusiasts and families can thrive and create lasting memories.



EDUCATION & SCHOOLS

Moberly prioritizes education with a robust public school system serving students from preschool through high school, emphasizing achievement and personal growth. The Moberly School District includes specialized facilities like the Early Childhood Center, multiple elementary schools (such as North Park and South Park), Gratz Brown Elementary, Moberly Middle School, Moberly High School, and the Moberly Area Technical Center, offering hands-on learning and alternative programs to meet diverse needs. Recognitions like monthly Learner of the Month awards highlight student excellence, fostering a nurturing environment that prepares young minds for success.

Complementing the public system are private options like Maranatha Adventist School and St. Pius X Catholic Elementary, alongside higher education gems such as Moberly Area Community College and Central Christian College of the Bible, which provide accessible degrees and career training. With strong community involvement, including partnerships for workforce development and proximity to the University of Missouri, Moberly's educational landscape empowers residents with lifelong learning opportunities, making it an attractive choice for families investing in bright futures.





BUSINESS

Moberly's business landscape thrives on a strong industrial foundation and supportive resources that fuel growth and innovation. Major employers like Veyance Technologies, Worldwide Recycling Equipment, Wilson Trailers, Mid-Am Building Supply, Everlast, and Orscheln Farm and Home headquarters drive the economy, bolstered by two original Southwestern Bell fiber parks for high-speed connectivity and advanced operations. The Moberly Area Economic Development Corporation, a non-profit public-private partnership since 1988, offers incentives like Enhanced Enterprise Zones and tax advantages to attract investment, creating jobs and enhancing community prosperity.

Entrepreneurs benefit from essential tools such as business license applications, directories, and the Moberly Area Chamber of Commerce, which facilitates networking, civic engagement, and collaborative events to boost local commerce. With a skilled workforce trained through local programs and a focus on sectors like manufacturing and retail, Moberly presents exciting opportunities for startups and expansions, positioning it as a dynamic hub where businesses can flourish amid a supportive, growth-oriented environment.





ABOUT THE DEPARTMENT – COMMUNITY DEVELOPMENT

The Community Development Department in Moberly serves as the cornerstone for strategic growth, dedicated to promoting orderly development and redevelopment that enhances the city's vibrancy and sustainability. By administering zoning and subdivision regulations under state authority, the department collaborates with administrative bodies like the Park Board, City Council, and planning commissions to ensure projects align with community goals, fostering economic vitality and improved living standards.



Through initiatives like grant projects and infrastructure enhancements, the department drives positive change, from updating master plans to supporting business incentives and residential improvements. This proactive approach not only maintains Moberly's charm but also propels forward-thinking redevelopment, making it an essential partner for residents, businesses, and newcomers eager to contribute to a thriving, well-planned community.



THE POSITION

This position is responsible for performing all commercial, industrial, and dangerous building inspections and serves as a backup to Building Inspector I for all residential and business license inspections in the community development department. The position is also responsible for performing a detailed review of all residential plans and specifications to verify building code compliance. The position requires excellent organizational and interpersonal skills and the ability to effectively communicate in writing and verbally with residents, builders, developers, design professionals, staff, and elected officials. The position requires a professional code administrator and a commitment to best practices and problem-solving in a team-oriented environment.





ESSENTIAL FUNCTIONS

I. Building Inspection Activities

- Assists with the administration and enforcement of the building codes.
- Maintains a thorough knowledge of the International Building Codes and other development codes of the City of Moberly, State of Missouri and the City's Strategic Plan. Has a general understanding of zoning and subdivision ordinances.
- Performs on-site inspections, including initial inspections, open-wall inspections and final inspections for commercial, industrial and residential projects, to confirm proper construction and verify compliance with building code requirements.
- Works with the Public relations and the code enforcement staff to increase awareness about the purpose and importance of the building and development codes.
- Assists homeowners, citizens, contractors and the public by providing information, code Interpretations, alternatives, solutions and other assistance, assuring for professionalism and code compliance. Assistance may be in-person, by phone or email, on a construction site or in a city facility.
- Problem-solves to alleviate issues in accordance with City and department policies and applicable laws and regulations. Demonstrates a commitment to best practices and problem-solving in a collaborative, team-oriented environment.
- Investigates complaints and follows up with the citizens that reported the matter.
Initiates
- corrective measures and enforcement until code compliance is achieved.
- Conducts life-safety inspections of business locations for all new business licenses and liquor licenses in the absence of Building Inspector I.
- Maintains a variety of records to document activities including inspection forms, reports, active and archived permit files.
- Performs, as assigned, research and recommend building and related code changes.
- Assists in administration of the "Dangerous Buildings" ordinance. Assists with identifying dangerous buildings, conducts inspections and reports findings to the Building Inspector.
- Assists the Property Maintenance Code Inspector, as needed, with Property Maintenance Code investigations where building code violations exist.
- Performs the functions of the Building Inspector in his or her absence.
- Reports and is available to work in the event of a natural disaster or other emergency and completes duties as assigned through the Emergency Operations Center chain of command.



ESSENTIAL FUNCTIONS

- Maintains require certifications and complete 20 hours of continuing education and training each year.
- Interact with the public in a professional and engaging manner.
- Assists in economic growth through the success of businesses and quality development by using a pro-growth strategy.
- Assists in the development and implementation of goals, objectives, policies and priorities of the Building Inspection Division and Community Development Department.
- Focuses on quality customer service and promotes code compliance in a manner that maximizes collaboration and efficiency.

II. Plan Review Activities

- Conducts a detailed review of all residential building plans and specifications to verify building code compliance. Assure plans and specifications are stamped and wet-sealed in compliance with State of Missouri requirements when needed.

III. City-Wide Practices

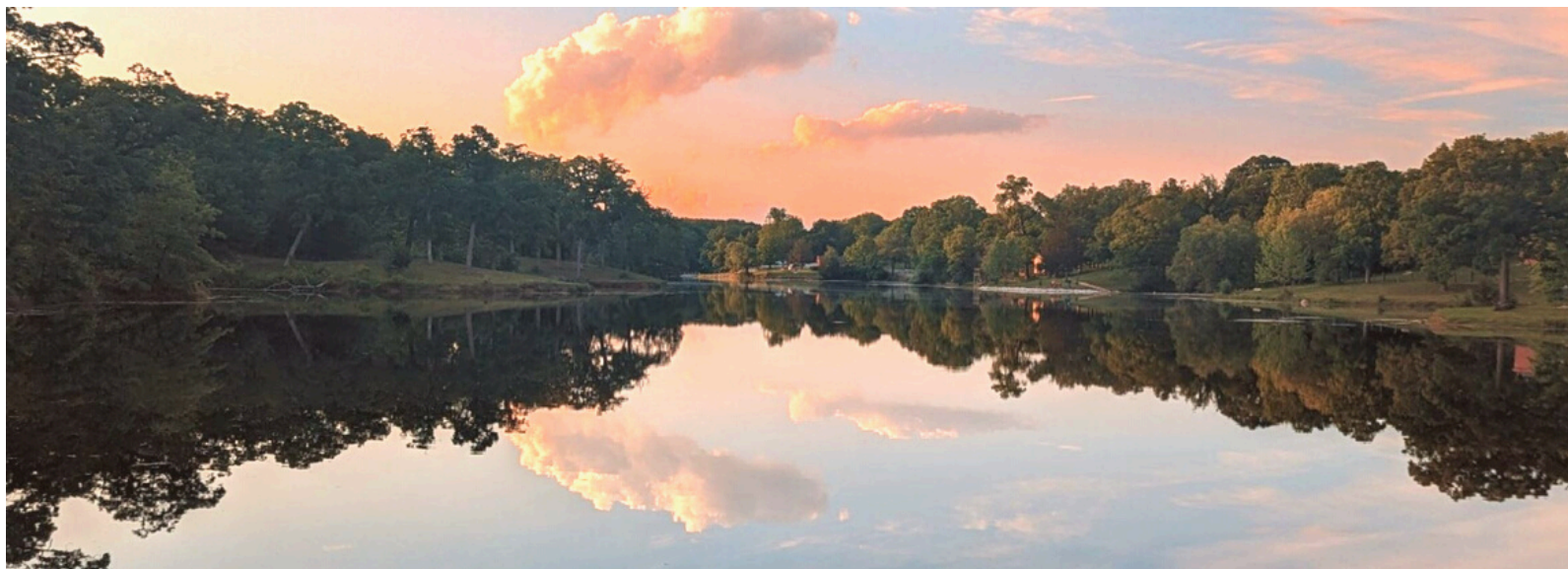
- Performs effectively as a member of a team in carrying out the City of Moberly's stated vision, mission and values assuring for professionalism.
- Works to maintain the City of Moberly's mission statement for safety which includes maintaining a safe environment for not only the employee, but also co-workers and any public. Reports unsafe work equipment, workstations, practices and procedures, and follows the City's safety policies.
- Maintains awareness and works towards a spirit of cooperation and communication with co-
- workers and all departments within the City of Moberly assuring for professionalism and courtesy.
- Attendance is an essential function of this position.
- Serve on employee committees as needed.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor, subject to reasonable accommodation.



KNOWLEDGE, SKILLS & ABILITIES

- Three or more years' experience with construction processes.
- Computer literacy and familiarity with Windows.
- Requires ICC certification as a Residential Building Inspector (B1) at time of employment.
- Requires ICC certification as a Commercial Building Inspector (B2) within one year of employment.
- Requires ICC certification as a Residential Plans Examiner (R3) within 1 year of employment.
- Complete one additional certification per year of employment.
- Demonstrate completion of NIMs courses IS-100 and IS-700 at the time of application or within 1 month of the hire date.
- Demonstrate certification in the Missouri SAVE Coalition at the time of application or within 1 year of the hire date.





MINIMUM QUALIFICATIONS

High school diploma or equivalent required. An associate's degree from an accredited two-year college in codes administration, construction science, safety, architecture, or a related field, or a vocational certificate in mechanical, electrical, or plumbing systems is preferred. The individual must have a working knowledge of building construction or code enforcement. The individual must be able to multitask and work independently with drive and initiative. The individual must have advanced interpersonal, written, and verbal communication skills. The person must have an excellent work history, be available for on-call duty, after-hours, and weekends, have a valid Missouri Motor vehicle operator's license, and be willing to use their own transportation while performing required duties, or as required. The successful candidate must be certified through the International Code Council as outlined in the knowledge, skills, and abilities section. The candidate is required to submit to drug/alcohol screening and full background investigation.





WORK ENVIRONMENT

Work is performed daily both in and outdoors under all weather conditions and includes exposure to inclement weather, noise, vibrations, airborne materials, and other hazards typically found on active construction sites. Work may also be performed above or below ground, to include heights over 10 feet, as well as underground crawl spaces.

PHYSICAL EFFORT

- Normal physical mobility: movement from place to place on the job, considering distance and speed.
- Normal physical agility: ability to maneuver body while in place.
- Normal physical strength to handle routine office materials and tools.
- Normal physical strength to handle 50 lb. objects, considering frequency.
- Normal dexterity of hands and fingers.
- Normal physical balance; ability to maintain balance and physical control.
- Normal coordination, including eye/hand, hand/foot, etc.
- Normal endurance.

MENTAL EFFORT

- Average concentration/intensity: prolonged mental effort with limited opportunity for breaks.
- Average memory, considering the amount and type of information.
- Above-average complexity of decision-making.
- Average time pressure of decision-making.
- Above-average Analytical thinking.
- Average conceptual thinking.



COMPENSATION & BENEFITS

The salary for this position is dependent on qualifications and experience and ranges from **\$70,000 to \$80,000**.

The City of Moberly offers full-time employees a robust benefits package designed to support health and well-being. This includes medical insurance with two options: the HDHP-HSA plan, where the city covers premiums and contributes \$100 monthly to the employee's HSA, featuring a \$3,300 deductible; or the PPO Buy-Up plan with a \$1,500 deductible and employee contributions starting at \$25 bi-weekly. Dental coverage is provided at no cost to employees, with optional dependent coverage available for \$40 monthly per family. Vision benefits through UMR offer allowances for exams, lenses, frames, and contacts on specified schedules.

Additional perks encompass life and AD&D insurance equal to one times annual salary (up to \$100,000, minimum \$20,000), fully city-paid long-term disability, an employee assistance program, and retirement through the Missouri LAGERS system, entirely funded by the city. Employees accrue vacation and sick leave based on years of service, with rates varying for general staff and fire department personnel, and enjoy 12 paid holidays annually.

RESIDENCY

Residency within Moberly during the position is preferred and highly encouraged. A relocation reimbursement of up to \$3,500 is available.

REFERENCES & BACKGROUND CHECKS

The finalists for the position will undergo background checks and credit checks that may include:

- Criminal records
- Driving records
- Education completion
- Personality profile assessments



MOBERLY
MISSOURI

HOW TO APPLY

**SUBMIT YOUR RESUME ELECTRONICALLY
POSITION IS OPEN UNTIL FILLED**

TO APPLY, VISIT:

**jobs.thenextmovegroup.com/moberlymo
or email jobs@thenextmovegroup.com**



Search Conducted By:

Next Move Group
We Are Jobs

**If you have questions, please reach out to
Jill Hobbs at jill@thenextmovegroup.com**