



# Northwest Code Professionals Job Opening Announcement

## 26-02

Date: **3/24/2026**

**Position:** Combination Inspector I-II-III-Field Inspection Manager (Multiple Positions Open)

**Location:** **Pasco, Washington Region**

**Salary:** \$65,000.00 - \$98,000.00 Annually DOE/Certifications and Position Offered

**Application Deadline:** May 15, 2026

**Veterans, Women and Tribal members encouraged to apply.**

***Salary offers are directly related to experience, certifications and qualifications and will be evaluated alongside others who perform work of comparable character and with similar certifications and experience as required by Pay Equity Laws.***

### **Minimum Certification Example:**

1. ICC Residential Building and Mechanical Inspector
2. ICC Residential Plumbing Inspector
3. ICC Commercial Building-Mechanical Inspector
4. ICC Residential and Commercial Plans Examiner within 2 years.

*Note: Studies have shown that some candidates hesitate to apply for a position if they do not believe they meet 100% of the hiring criteria. NWCP's talent acquisition goals include hiring the candidate who is best able to meet the performance objectives of the role. We encourage people with non-traditional skill sets and experience to apply, even if you believe you do not meet 100% of the qualifications and hiring criteria described, we are willing to train the right people to get additional certifications under a trainee contract requiring a minimum service period.*

**Typical Work Schedule: Monday through Friday 8-5 PM.**



**Required prior to hire:** Ability to pass reference checks and education verification and satisfy the requirements of a background check. Ability to satisfy the requirements of a pre-employment drug screen.

### **Responsibilities**

- **Manager Position Only:** Supervise and support Building Inspection team (currently 3 Building Inspectors).
- Assign and review the work for timeliness, completeness, accurate documentation, and correct code interpretation.
- Provide training, mentorship, and professional development opportunities.
- Meet regularly with employees individually and in groups to discuss work performance, technical issues, strategies, and procedures.
- Participate in recruitment and screening processes and performance evaluations.
- Cultivate a productive work environment with open and effective communication.
- Interpret and apply policies, procedures, laws, and regulations.

### **All Inspection Team Members:**

- Perform challenging or technically complex inspections and plan reviews, including commercial and industrial projects.
- Inspect projects for compliance with regulations, safety procedures, and acceptable construction processes. Write correction notices, issue stop work orders.
- Examine plans, drawings, and specifications to ensure compliance with building and zoning codes and accepted engineering practices.



- **Work with architects, engineers, contractors, and property owners to resolve code violations and technical issues.**
- **Investigate and resolve complaints or concerns related to workmanship, safety hazards, or construction nuisances.**
- **Help develop standards and procedures for inspection and plan review to ensure efficient and consistent service.**
- **Provide prompt and courteous assistance to customers and staff on inspection, plan review, design, and other technical questions.**
- **Assist in preparing and overseeing the inspection services contracts.**
- **Participate in permit issuance, fee calculation, and records maintenance.**
- **Foster a positive and supportive work environment prioritizing a culture of collaborative teamwork, clear communication, and ongoing personal and professional development.**
- **Contribute to the promotion of organization values, including inclusion, and belonging; support a culture of accountability within the organization and actively promote the value of respect in a multicultural society.**
- **Additional duties as assigned depending upon position, certifications.**

**Vehicle:** Team members will be provided with a company vehicle for use during independent field inspection work only and up to 10% personal use within IRS guidelines. Not for out of town or vacation personal use. Vehicle cleanliness and maintenance will be part of all employee reviews. See Company Handbook

**Benefits:** Medical, Dental, Vision, Life Insurance, IRA **NOTE:** For specifics on benefits and company policies you should always refer to the company employee manual. **For specific questions regarding Insurance benefits and timelines please contact**



**Jessica Applegate at 800-358-8034 and she can answer your questions.**

**Jessicaa@nwcodepros.com**

**Personal Time Off:** Combined 22 days sick and personal leave. Paid Holidays per company handbook. Ability to carryover up to 40 hours from the previous year.

**Stock/share options:** Become eligible to purchase available stocks following the 1st of the year, following five years of employment based upon merit and leadership. The board determines all stock purchase approvals when share purchases are available.

**Bonuses:** Bonuses may be awarded based on performance and employees become eligible for performance bonuses and Christmas Bonuses after completion of 12-month minimum employment. Bonuses are not guaranteed and are based upon performance, communication and customer service along with company financial success for the year. All final determinations are made by the CEO and Approved by the President.

**Memberships and Certifications:** Approved membership, certification fees and continuing education fees may be covered for education and certification expenses deemed necessary and approved in advance

***We have been in business since 1973 and consider our work family the key to our successes. This is the place where you can reduce stress, cut the red tape of working directly for government and avoid politics. This allows our team to flourish and focus on being the best code official and customer service support member possible. We offer flexible schedules and freedoms most places cannot offer.***

***Please consider joining our NWCP team.***

***Sincerely,***

Jack E. Applegate, President/CEO

541-729-7791

JACKA@NWCODEPROS.COM