



CITY OF KEY COLONY BEACH  
Part-Time Position  
Code Enforcement Officer

The Part-Time Code Enforcement Officer is responsible for enforcing municipal codes and ordinances related to property maintenance, zoning, signage, public nuisances, rentals, and other related regulations. The Officer seeks to obtain compliance with City codes through citations or warning notices while assuring due process to violators. This position involves conducting field inspections, responding to complaints, and ensuring compliance to maintain the health, safety, and appearance of the community.

**Salary:** Competitive Salary

**Qualifications:** High school diplomas or equivalent and a valid Florida drivers license. Prior experience in code enforcement, law enforcement, or a related regulatory field is desirable but not required. Ability to interpret and apply city codes, ordinances, and regulations; strong communication and conflict resolution skills; ability to work independently and exercise sound judgement; experience using computer software and applications; active position including standing/walking/bending/kneeling/ crouching throughout the day in carrying climate conditions.

Application forms can be found at [www.keycolonybeach.net](http://www.keycolonybeach.net); see "I WANT TO" then "APPLY FOR A JOB."

Equal Opportunity Employer

Submit resume and application by mail or in-person to:

City of Key Colony Beach

Attn.: City Clerk

P.O. Box 510141

Key Colony Beach, FL 33051

Or email [Cityclerk@keycolonybeach.net](mailto:Cityclerk@keycolonybeach.net)

Marathon Weekly August 21, 2025

*City of Key Colony Beach*

PO Box 510141 Key Colony Beach, Florida • Phone: 905-289-1112 • Fax: 905-289-1116



## **PART-TIME POSITION CODE ENFORCEMENT OFFICER**

The Part-Time Code Enforcement Officer is responsible for enforcing municipal codes and ordinances related to property maintenance, zoning, signage, public nuisances, rentals, and other related regulations. The Officer seeks to obtain compliance with City codes through citations or warning notices while assuring due process to violators. This position involves conducting field inspections, responding to complaints, and ensuring compliance to maintain the health, safety, and appearance of the community.

Salary: Competitive Salary

Qualifications: High school diplomas or equivalent and a valid Florida drivers license. Prior experience in code enforcement, law enforcement, or a related regulatory field is desirable but not required. Ability to interpret and apply city codes, ordinances, and regulations; strong communication and conflict resolution skills; ability to work independently and exercise sound judgement; experience using computer software and applications; active position including standing/walking/bending/kneeling/crouching throughout the day in varying climate conditions.

Application forms can be found at [www.keycolonybeach.net](http://www.keycolonybeach.net); see "I WANT TO" then "APPLY FOR A JOB."

**Equal Opportunity Employer**

**Submit resume and application by mail or in-person to:**

**City of Key Colony Beach**

**Attn.: City Clerk**

**P.O. Box 510141**

**Key Colony Beach, FL 33051**

**Or email [Cityclerk@keycolonybeach.net](mailto:Cityclerk@keycolonybeach.net)**