

**CITY OF EAST PROVIDENCE**  
**EMPLOYMENT OPPORTUNITY**



**Housing Rehabilitation Specialist**  
**(P/T)**

The Community Development Division (CD) is seeking a Housing Rehabilitation Specialist to run the Home Improvement Program (HIP).

Candidates should be familiar with the regulations under Title 24, PART 570.1 – 570.913 for the Federal Department of Housing and Urban Development Block Grant Program and have a competent working knowledge of the codes, regulations, and laws for RI State Building, Health, Safety, and Lead Paint Hazards.

The candidate will at a minimum be a High School graduate, well versed in all aspects and phases of minor to substantial residential renovation, and maintain a current R.I. Construction Supervisors License. Clear communication abilities, a working knowledge of Microsoft Office Word and Excel, and some analysis and writing skills are required.

This position would report directly to the CD Coordinator. The work will be done during regular hours of 8:00 a.m. to 4:00 p.m. M-F in a mix of an office setting and travel for attendance at home inspections. Compensation is negotiable and on a per hour basis for a maximum of 19 hours per week. No benefits are provided.

Applications may be obtained from the Human Resources Department, East Providence City Hall, 145 Taunton Avenue, East Providence RI or [www.eastprovidenceri.net](http://www.eastprovidenceri.net). **Completed applications will be received until position is filled.**

**AA/EEO EMPLOYER**