



Inspector of Buildings Screening Committee

Tuesday, January 12, 2021 at 6:00 PM

Virtual Attendance Only

Join Zoom Meeting

<https://us02web.zoom.us/j/84543156282?pwd=UW9EeDQvMEt3TDdB3aUF0bmNvL1k4dz09>

Dial into meeting +1 301 715 8592 and +1 312 626 6799

Meeting ID: 845 4315 6282

Passcode: 053830

- 6:00 PM** **CALL MEETING TO ORDER**
- 6:02 PM** **Review Minutes from December 30, 2020 Meeting**
- 6:10PM** **Review BOS-Approved Final Version of Advertisement for the Position**
- 6:20PM** **Develop job criteria, minimum qualifications and application procedures.**
- Review Current Job Description and Hours
 - Review any comparable data received
- 6:45PM** **Establish procedure for issuance of advertisement, receipt of applications and deadlines for submissions and decision making.**
- 6:55 PM** **Choose date for Next Meeting of the Committee**
- 7:00 PM** **ADJOURN**

Posted by Susan Inman, Assistant Town Administrator on January 7, 2021 at 5PM