

casimir **strugielski**

EDUCATION

Criminal Justice and Basic Law

Moraine Valley College, Palos Hills, IL Completed 2007

TRAINING

ICC Certified Maintenance and Housing Inspector

EXPERIENCE

Code Compliance Officer/ Building Inspector - Village of Homer Glen

October 2016 - Present

- Receive and process approximately four hundred compliance reports annually.
- Member of the Performance Review Team which developed a more efficient staff evaluation process.
- Train, supervise, and manage part-time Code Compliance Officer.
- Sustain relationships with property owners, third party contractors, developers, Village elected officials and external stakeholders.
- Provide conflict resolution for neighbors.
- Research and review all necessary Village documents such as code books, zoning maps, and site plans.
- Perform building inspections for the following projects: Fences, flatwork, footings, foundations, roofs, windows, home flashing/wrap.
- Attend and assist in administration of monthly Adjudication Hearings on behalf of the Village; including preparation and presentation of testimony in court.
- Prepare status reports for Chief Building Official.
- Frequently collaborate on projects with Engineering, Economic Development, Zoning and the Clerk's office.
- Assist Building Department throughout all stages of the permitting process.
- Designed and implemented Resource Guide for proactive enforcement measures.
- Streamlined Solicitation Permit in order to expedite turnaround time.
- Assisted in implementing new municipal software from the previous obsolete provider, and transitioned to an all digital records system.

Sergeant - Cook County Sheriff's Department

August 2013- October 2016

- Create and maintain daily roster assignments, ensure all daily tasks are completed, conduct daily payroll audits for accuracy.
- Address grievances.
- Review and assess any incident reports, daily logs, and departmental documents.

Field Training Officer - Cook County Sheriff's Department

May 2012 – August 2013

- Train probationary officers in departmental knowledge, skills and attributes.
- Conduct daily performance reviews and weekly evaluations.

Officer - Cook County Sheriff's Department

July 2007 – May 2012

- Care and custody of arrested individuals who are awaiting trial.
- Maintain order and prevent disturbances, assaults, and escapes by supervising activities and work assignments of incarcerated individuals.
- Protect the public from incarcerated individuals, search for contraband, patrol perimeter.