



## **Employment Opportunity**

Liquor Board Inspector - Board of License Commissioners

\$17.50 hourly salary - 15 hour contractual position

Evening and weekend hours

***Apply By: Wednesday April 1, 2020 @ 5:00 p.m.***

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### **GENERAL RESPONSIBILITIES**

Inspect licensed establishments, investigate compliance with, alleged violations and observed infractions of the laws of the State of Maryland, and the Rules and Regulations of the Board of License Commissioners of Carroll County governing alcoholic beverages.

**ESSENTIAL TASKS** include the following; other duties may be assigned.

1. Inspect licensed establishments for compliance with the laws of the State of Maryland and the Rules and Regulations of the Board of License Commissioners governing alcoholic beverages
2. Investigate complaints of alleged violations and observed infractions of the laws of the State of Maryland and the Rules and Regulations of the Board of License Commissioners governing alcoholic beverages
3. Coordinate underage compliance checks at all licensed establishments
4. Prepare accurate written investigation reports promptly for the Board of License Commissioners
5. Testify at Board of License Commissioners hearings regarding investigation findings and observed infractions
6. Work in cooperation with the state, local police, and Carroll County Sheriff's Department
7. Compile reports for the Board of License Commissioners
8. Post hearing notices at licensed establishments
9. Answer licensee's inquiries and/or refer licensee's to the License and Zoning Appeal Coordinator or Assistant County Attorney. Maintain confidentiality in representing the Board of License Commissioners

### **EDUCATION AND EXPERIENCE**

1. Requires a high school diploma or equivalent
2. Ten years of experience as a federal, state or local law enforcement officer \*

\* A comparable amount of training and experience may be substituted for the minimum qualifications.

A Carroll County Government job application is required for this position

**Apply on-line: [www.carrollcountymd.gov](http://www.carrollcountymd.gov)**

Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call (410) 386-2129 for employment inquiries

**Posted: 03/11/2020  
(20-105)**

**Carroll County is an equal opportunity employer**

The County Commissioners of Carroll County recognize the rights of all people, including County employees, to equal opportunity. Discrimination against County employees on the basis of age, religion, gender, race, color, national origin, sexual orientation, marital status, physical or mental disability is strictly prohibited. The Americans with Disabilities Act, Titles I and II, applies to County government employment. If you have questions, suggestions, or complaints, please contact Kimberly L. Frock, Director and Carroll County Government Americans with Disabilities Coordinator for employment, at the Department of Human Resources (410-386-2129) or Md. Relay 711/800-735-2258. The mailing address is 225 North Center Street, Westminster, MD 21157.