

RENT ABATEMENT HEARING EXAMINER
CITY OF MADISON

Job Description:

Act as a Rent Abatement Hearing Examiner for the City of Madison's Building Inspection Division in accordance with Chapter 32 of the Madison General Ordinances and Chapter 704 of the State Statutes. Conduct hearings, prepare official findings, orders, related documents, and mediate abatement disputes. Approximately 1 – 2 hearings a month to be conducted between 4:30 PM and 6:00 PM, one Tuesday per month; plus preparation time, Pre-Hearing Conferences and decision-writing time.

Compensation:

\$70.00/hour for preparation time, conferences before hearings, the actual hearings and decision writing time (\$210.00 cap per hearing). Petitions for Reconsideration and Reconsideration Hearings will be considered separately (\$210.00 cap per reconsideration).

Application packets available from:

Karen Tantillo, Rent Abatement Clerk
(608) 266-4787
Madison Municipal Building
215 Martin Luther King, Jr. Blvd., LL-100
Madison, WI 53701.

Applications must be submitted to the Rent Abatement Clerk no later than 4:30 PM on Friday, February 26, 2016.