



Mikhail Hanson

Senior Code Compliance Officer

☎ (512) 555-4831 ✉ mikhail.hanson@example.com

🌐 [linkedin.com/example/mikhailhanson](https://www.linkedin.com/example/mikhailhanson) 📍 Round Rock, TX 78664

STRENGTHS

- 🔍 **Evidence based decisions**
A difficult structure case became clearer after photographs, measurements, GIS records, and code criteria were brought together.
- 🗨️ **Calm public service**
Sensitive complaints moved forward through plain explanations and steady de escalation, even during tense field contacts.
- 📁 **Case ownership**
From intake through closure, case histories stayed organized so officers, attorneys, and hearing officials could rely on them.
- 👥 **Practical mentoring**
Officers sought guidance on evidence quality and sequencing, and coaching helped produce cleaner, more defensible files.
- ❤️ **Field judgment**
Weather, hazards, measurements, and changing site conditions required sound judgment, careful observation, and consistent follow up.

SKILLS

Code Enforcement

Code Compliance

Property Maintenance Zoning

Nuisance Abatement

Substandard Structures

Construction Compliance

Municipal Citations

Court Testimony Warrants GIS

Case Management

SUMMARY

Senior **code compliance** professional with seven years of progressive municipal enforcement experience across residential and **commercial properties**. Investigates **property maintenance**, zoning, nuisance, construction, vehicle, sign, pool, noise, dumping, parking, lighting, and public safety concerns. Prepares defensible case files using photographs, GIS research, ownership records, zoning maps, site plans, plats, measurements, notices, citations, and correspondence. Coordinates warrants, abatements, towing actions, hearings, and substandard structure reviews with legal and public safety partners. Mentors officers, prioritizes cases, prepares reports, presents to community groups, and resolves sensitive complaints through clear communication and de escalation. Holds State of Texas Code Enforcement Officer and ICC IPMC certifications, a valid **Texas Class C driver's license**, and Spanish communication ability.

EXPERIENCE

Senior Code Compliance Officer

Hill Country Municipal Services 📅 March 2023 - Present 📍 Round Rock, TX

Directs mixed residential and commercial enforcement operations, prioritizes complex cases, mentors officers, coordinates legal remedies, and supports consistent public service through defensible documentation and clear decisions.

- Prioritized mixed property cases, improving assignment flow across **zoning**, nuisance, construction, and safety concerns.
- Prepared court files with photographs, notices, citations, ownership research, findings, and compliance histories for hearings.
- Coordinated judicial warrants with legal and **public safety** partners, supporting approved **nuisance abatement** actions.
- Evaluated **substandard structures** using code criteria, **GIS**, measurements, records, maps, plans, and plats.
- Mentored officers on evidence quality, enforcement sequencing, case documentation, and sensitive public communication.
- Presented enforcement matters to neighborhood groups, resolving difficult complaints through persuasion and **de escalation**.

Code Enforcement Officer II

Brazos Valley Community Development 📅 January 2021 - February 2023 📍 Bryan, TX

Managed field investigations across public health, property maintenance, construction, vehicle, and nuisance matters while applying ordinances, statutes, mapping records, permits, and technical measurements.

- Inspected structures, vehicles, fences, signs, landscaping, water, lighting, noise, parking, dumping, and safety conditions.
- Used GIS, ownership databases, **zoning maps**, plats, site approvals, statutes, and codes to establish jurisdiction.
- Monitored **construction permits**, issuing notices, citations, and stop work actions followed by compliance inspections.
- Prepared warrant materials and vehicle nuisance records supporting authorized towing and other enforcement remedies.
- Used **light meters**, **noise meters**, wheels, tape measures, photographs, and electronic records for defensible evidence.
- Maintained **inspection reports**, **incident reports**, notices, citations, correspondence, and case histories for court preparation.

Code Compliance Officer

Central Texas Neighborhood Services 📅 June 2019 - December 2020 📍 Temple, TX

Public Speaking De escalation

Officer Mentoring

LANGUAGES

English Native

Spanish Proficient

MY CAREER



- Senior Code Compliance Officer at Hill Country Municipal Services (3.5 Years)
- Code Enforcement Officer II at Brazos Valley Community Development (2.1 Years)
- Code Compliance Officer at Central Texas Neighborhood Services (1.5 Years)
- Code Enforcement Technician at Westfield Property Standards Office (1.6 Years)

Managed assigned inspection areas from complaint intake through closure, combining field investigation, documentation, public communication, nuisance research, and continuing education for consistent municipal enforcement.

- Progressed complaints from intake through investigation, notice, reinspection, and closure across assigned neighborhoods.
- Documented violations with photographs, measurements, notes, and ordinance references for supervisory and judicial review.
- Issued **municipal citations** and explained correction requirements to owners and occupants during field contacts.
- Researched property and vehicle records, supporting authorized towing and abatement after voluntary correction failed.
- Answered public inquiries in writing and person, using **de escalation** during difficult interactions.
- Applied updated Texas enforcement procedures after **continuing education**, strengthening inspection and **case management** practices.

Code Enforcement Technician

Westfield Property Standards Office 📅 October 2017 - May 2019 📍 Killeen, TX

Supported complaint intake, property research, inspection preparation, data entry, mailing, evidence organization, and electronic case maintenance while building practical municipal enforcement expertise.

- Supported complaint intake, property research, inspection preparation, **data entry**, mailing, copying, and file maintenance.
- Verified ownership, zoning, parcel, and address information through GIS and public records before assignments.
- Prepared **notices**, inspection forms, case summaries, and citation packets with complete required information.
- Accompanied experienced officers on inspections, developing evidence collection, measurement, safety, and public contact skills.
- Logged photographs and inspection notes, maintaining traceable histories for reinspections and court preparation.
- Built proficiency with municipal **codes**, zoning references, computers, **office software**, mapping tools, and customer service.

PROJECTS

Municipal Nuisance Abatement Case Program 📅 2024

Coordinated evidence, warrants, partner communication, and field actions for complex nuisance cases, creating a clear record from investigation through authorized abatement.

Substandard Structure Review Initiative 📅 2023

Combined GIS research, site measurements, photographs, property records, and code criteria to support defensible findings on unsafe structures.

LEADERSHIP & AWARDS

- State of Texas Code Enforcement Officer Certification, awarded 2020
- ICC International Property Maintenance Code Certification, awarded 2024
- Senior officer leadership through mentoring, case review, and officer in charge coverage

EDUCATION

High School Diploma

Killeen High School 🎓 GPA: 4.0 📅 2017 📍 Killeen, TX

Coursework: *Municipal government, public safety, communication, mathematics*

CERTIFICATIONS

- State of Texas Code Enforcement Officer Certification 📅 2020
- ICC International Property Maintenance Code Certification 📅 2024
- Texas Class C Driver's License 📅 2017

TECHNICAL SKILLS

- **Municipal Codes:** Property maintenance codes, zoning ordinances, state statutes
- **Inspection Equipment:** Light meters, noise meters, measuring wheels
- **Mapping Systems:** GIS, zoning maps, subdivision plats
- **Property Records:** Ownership databases, parcel records, address records
- **Case Documentation:** Inspection reports, incident reports, case histories
- **Enforcement Documents:** Notices, municipal citations, stop work orders
- **Legal Remedies:** Investigation warrants, abatement warrants, towing records
- **Construction Review:** Construction permits, site plan approvals, compliance inspections
- **Evidence Collection:** Photographs, measurements, correction documentation
- **Office Software:** Data entry, electronic files, correspondence

PROFESSIONAL AFFILIATIONS

- Texas code enforcement professional community participant
- Municipal neighborhood and civic outreach partner

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST