



# COUNTY OF LANCASTER

FOUNDED 1651 IN VIRGINIA

LANCASTER COURTHOUSE  
8311 MARY BALL ROAD  
LANCASTER, VIRGINIA 22503

804-462-5129  
804-462-0031 (FAX)  
[www.lancova.com](http://www.lancova.com)

## BOARD OF SUPERVISORS

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Don G. Gill  
Interim County Administrator

## COUNTY OF LANCASTER EMPLOYMENT OPPORTUNITY BUILDING INSPECTOR

Lancaster County is seeking applicants for the position of Building Inspector. Duties include inspecting construction, electrical, plumbing and mechanical work in commercial and residential structures (inspections are performed under the authority of the Virginia Uniform Statewide Building Code); issuing certificates of occupancy; reviewing plans for new construction and rehabilitation of existing structures; routine maintenance of county-owned property; issuing permits; maintaining records; making computer entries; writing professional letters and communicating with the public via telephone, email and in the office; assisting during county emergency situations and other duties as assigned. Normal working hours are 9 AM to 5 PM Monday through Friday, excluding holidays.

Requirements include a high school diploma or GED, Virginia driver's license with a good driving record; satisfactory criminal history background check; 3 years experience in the construction trades or education equivalent to experience as noted in the Virginia Uniform Statewide Building Code; and future satisfactory completion of courses at the Virginia Building Code Academy. Preferred - post secondary courses or degree in a construction related field, Virginia certification as a Building Official and/or one or more construction related disciplines and previous experience in code enforcement. The selected applicant must obtain at least one Virginia certification in building, electric, plumbing or mechanical inspections within eighteen months of employment and all within three years of employment.

This is a full-time position with benefits. Salary commensurate with experience. Lancaster County is an equal opportunity employer. Contact the county administration office at 8311 Mary Ball Road, Lancaster, VA 22503, 804-462-5129, FAX 804-462-0031 or our website [www.lancova.com](http://www.lancova.com) for a detailed job description and application. Resumes are welcome, but must be accompanied by a county employment application. Applications should be sent to the aforementioned address, Attention: Don G. Gill, Interim County Administrator. Position remains open until filled.