

ESSEX COUNTY JOB OPPORTUNITY

Job Title: Planning and Zoning Administrator

Category: Full-Time/Exempt with Salary Range: \$60,861 - \$79,040

Essex County, a largely rural community, seeks a highly motivated individual to perform land use code administration, including, but not limited to, issuance of zoning permits, staff support to the Planning Commission and Board of Zoning Appeals, land use planning, comprehensive land use plan updates, enforcement of County land use and development ordinances (including those regulations specific to coastal and waterfront communities), grant coordination, special community projects, permitting with County Building Inspections. Position works closely with property owners, contractors, architects, surveyors, engineers and other professionals, public officials, board and commissions, staff; and the County Administrator. Zoning Administrator will supervise and manage the Planning and Zoning Department, Building Department and their respective staff including the Building Official. Prior managerial experience preferred. The Zoning Administrator will also act as the Plats Officer and Subdivision Agent for Essex County.

Successful candidate will have any combination of a Bachelor's degree in Planning, Public Administration, or related field with five (5) years of public or private sector planning experience. Master's degree desirable. Must demonstrate knowledge of Zoning and Subdivision ordinance administration and enforcement. AICP certification, VAZO or other certified zoning administrator certification required. Experience with the Chesapeake Bay Preservation Act or other coastal/wetland regulations are highly desirable.

Interested candidates may submit resume to Michael Lombardo, Essex County Administrator, at mlombardo@essex-virginia.org. Applications will be reviewed as received. Essex County is an equal opportunity provider. Only qualified candidates should apply.