

**Building & Zoning**  
Trenton L. Funkhouser, AICP  
Community Services Director

202 South Church Lane  
P.O. Box 549  
Tappahannock, Virginia 22560  
(804) 443-4329  
[www.essex-virginia.org](http://www.essex-virginia.org)



Established 1692

**Board of Supervisors**  
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**Building Code Technical Assistant/Compliance Officer I (Part-Time), Essex County**  
**Salary \$19.00 – 28.50 per hour DOQ/DOE (+) benefits**

Essex County is seeking a Building Code Technical Assistant/Compliance Officer. This is a part-time position performing a variety of administrative functions in the Building and Zoning Division of the Community Services Department. This position assists with the issuance of land use permits, establishing the emergency addresses for all new construction, reviewing plans, reviewing permit applications, answering questions regarding code enforcement, and performing inspections to ensure the building code is properly enforced. The Building Code Technical Assistant/Compliance Officer reports directly to the Building Official and/or Zoning Administrator.

For complete details about the position contact Trenton L. Funkhouser, Community Services Director (804-443-4329 or [tfunkhouser@essex-virginia.org](mailto:tfunkhouser@essex-virginia.org)). Completed applications should be submitted to Juanita Sydnor, Payroll & Human Resources Manager, P.O. Box 1079, Tappahannock, VA 22560. Applications will be reviewed as received and position is open until filled.

Essex County is an equal opportunity provider.