



The City of Covington is accepting applications for the following position:

Building Official & Zoning Administrator

General Description

The Building Official & Zoning Administrator reports to the City Director of Public Works. This position performs both administrative and field duties related to building inspections and zoning as well as directs the maintenance and repair of City owned buildings. Duties include the planning and completion of building inspections and plan reviews to assure implementation of the Virginia Uniform Statewide Building Code as well as implementation of the City's Zoning Ordinances.

Requirements/Preferences

A high school diploma or equivalent GED is required. Also, possession of a valid Virginia driver's license with a good driving record. Virginia Department of Housing and Community Development (VDHCD) Certifications or the ability to obtain required certifications related to Building Official duties and knowledge of the Virginia Uniform Statewide Building Code and Zoning Ordinances are preferred as well as five (5) years of experience in a related position.

Salary and Benefits

Salary is dependent on qualifications (DOQ). The City offers a generous benefits package including health insurance, life insurance, VRS retirement, paid leave and 14 paid holidays. Following a conditional offer of employment, applicant must pass a physical examination and drug test.

Application Process

Interested applicants are requested to complete a City employment application which can be found at www.covington.va.us under "City Government" and then "Employment" or by calling 540-965-6315. A full job description can be found online as well as with the application. Applications are to be sent via email to jobapp@covington.va.us or received via delivery to City of Covington, Human Resources-Building Official & Zoning Administrator, 333 W. Locust Street Covington, VA 24426. The position will remain open until filled, with initial application reviews beginning on August 2, 2021.

The City of Covington offers equal employment opportunities to all job applicants and employees. All employment policies and practices shall be free from discrimination based on race, color, religion, gender, age, national origin, political affiliation, disability, sexual orientation, gender identity, pregnancy, childbirth, or related medical conditions.