



MONTGOMERY COUNTY VIRGINIA

EST. 1776

PLANNING COORDINATOR

COUNTY OF MONTGOMERY PLANNING & GIS SERVICES

#800217-2

Montgomery County Planning & GIS Services has an opening for Planning Coordinator to join our team. This position serves a vital role in the department assisting with review of site plans and plats, as well as performing research and issue zoning permits for residential/residential accessory uses. Additionally, the Planning Coordinator assists with reviews for special use permits (SUP's), rezonings, agricultural and forestal districts and coordinates project tracking for the department.

Bachelor's Degree in a related field or related work experience deemed equivalent, plus excellent verbal and written communication skills, strong customer service, and organizational skills, and ability to interact professionally with a wide variety of citizens/customers, developers and staff.

Minimum starting salary \$44,102/year+, DOE/DOQ with excellent benefits (paid health, dental and vision, life, disability, state retirement plan plus 401k/457, flex spending, wellness program, onsite wellness clinic and much more). Interested candidates should apply online at: <http://www.montgomerycountyva.gov/HR> and include a cover letter and professional resume. Review of applications will begin immediately, and application submissions must be received by **Tuesday, November 23, 2021** to be considered. To request an accommodation for disabilities, contact Human Resources at 540.394.2007.

Montgomery County, VA is committed to the principles of diversity and, in that spirit, seeks a broad spectrum of candidates including women, minorities, persons with disabilities, and veterans. As an Equal Opportunity Employer and certified Virginia Values Veterans (V3) organization, we are dedicated to nondiscrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex/ sexual orientation/gender/identity, national origin, disability or protected veteran status.

