



# MONTGOMERY COUNTY VIRGINIA

EST. 1776

## PLANNING COORDINATOR COUNTY OF MONTGOMERY PLANNING & GIS SERVICES #800213-3

Montgomery County Planning & GIS Services has an opening for a Planning Coordinator to join our team. This position serves a vital role in the department with issuing zoning permits, reviewing of site plans, serving citizens, and performing research. Additionally, the Planning Coordinator assists with reviews for special use permits (SUP's), rezonings, plats, 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 \$46,308/year (or more, depending upon experience/qualifications) 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; **position open until filled**. Contact Human Resources at (540) 394-2007 if reasonable accommodation for application is needed.

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.

