

**HELP WANTED**  
**HALIFAX COUNTY**  
**DIRECTOR OF GENERAL PROPERTIES AND INSPECTIONS**  
**BUILDING OFFICIAL**

The County of Halifax is seeking an experienced professional to serve as its next Director of General Properties and Inspections - Building Official. A detailed job description is available online at [www.halifaxcountyva.gov](http://www.halifaxcountyva.gov) or at the County Administration office located at 1050 Mary Bethune Street, Halifax, VA. The ideal candidate will possess the knowledge, skills, and abilities to perform the core functions of the position and can progress to gain additional knowledge and opportunities. Work is performed under the supervision of the County Administrator.

The successful candidate will oversee the administration and enforcement of state building and erosion and sediment control codes; and directs the planning and operations of the Inspection and General Properties Departments. Supervision is exercised over subordinate personnel. Work is performed under the regular supervision of the County Administrator. Works with Contractors, Engineers, and Architects to implement approved public improvements. This Department Head position performs ongoing budget management.

Applicants shall have a combination of education and experience equivalent to graduation from high school and ten years of extensive experience in the building and construction field as well as experience in building, electrical, and plumbing and mechanical code enforcement and inspections work. Possession of Virginia Statewide Building and Fire Prevention Code Certifications. Preferred candidates should possess certifications in building trades and the ability to obtain certification as a Building Official. Certification as an Erosion and Sediment Control Inspector and Program Administrator is a plus. Acquiring the above stated certifications and/or licenses within one year of employment is a requirement of the position.

Cover Letter, Application, Resume, and any supplemental materials shall be submitted to the County Administration Office, attention County Administrator. A first review of applications will occur June 30, 2025. This position will remain open until filled. For further information, please call (434) 476-3300. Halifax County is an Equal Opportunity Employer. Substance Abuse testing and background checks are required prior to employment.