

## Land Use Official/Zoning Administrator

Northampton County is accepting applications for a full-time Land Use Official/Zoning Administrator. Salary range is negotiable between \$56,486- 90,671 depending on qualifications and/or experience. An excellent benefit package is also included. The essential function of the position is to work with residents and builders to attain compliance with zoning and subdivision ordinances. The position works under general supervision of the Planning, Permitting, and Enforcement Director.

Duties include:

- Provide suggested input to the Director for updating applications for the programs and codes the Zoning Administrator administers.
- Serves as Subdivision Agent.
- Conducts inspections for compliance with County zoning ordinances and resolves non-compliance issues.
- Accepts and reviews applications for zoning permits.
- Issues plan approval and permits specific to codes and programs the position administers.

Candidates must have good communication and organizational skills, be self-motivated, and be able to work in a team environment. This position requires a High School diploma with a Bachelor's degree in a related field preferred. It also requires a valid driver's license. Training and continuing education opportunities are available.

Please refer to Northampton county's website for further position description. Please submit a completed County application with cover letter to Human Resources. Position open until filled.