



JOB VACANCY

FULL-TIME PLANNING & ZONING INSPECTOR

The Gilmer County Board of Commissioners has an immediate opening for a Full-Time Planning & Zoning Inspector. This position will have dual roles of Building Inspector and Code & Compliance Inspector. The purpose of this position is to perform technical inspection work and conduct detailed construction plan reviews in order to regulate construction activities. Work involves explaining construction codes and corrective requirement(s) to developers, contractors, property owners, and the general public.

Reviews and analyzes various reports, forms and documents; reviews construction documents for compliance with building, plumbing, electrical mechanical, life safety, fire and accessibility codes; reviews engineering reports to approve for construction; analyzes concrete lab reports to determine strength of materials; reviews materials list to determine appropriate use of materials; reads roof and floor system truss reports to determine appropriate installation and bracing.

Operates personal computer, fax machine, phone system, copier, and other equipment necessary to compete essential functions, to include the use of word processing, spreadsheet, database, and other system software utilized by the department.

This position requires participation in a certification training program.

Must possess and maintain a valid Georgia driver's license.

Starting rate of pay for this position is \$15.00 an hour. We offer a generous benefit package including, medical, dental, vision, life, short/long term disability, accident/cancer insurance. We also offer 457b participation with employer match, as well as paid vacation and sick time off.

Applicants will be required to submit to a post offer criminal history/background check and drug screen.

Employment application can be obtained at the Commissioner's Office located at 1 Broad Street, Suite 106 or downloaded at <http://www.gilmercounty-ga.gov/>. Resumes will only be accepted as a supplement to the completed employment application.

Applications can be dropped off at the Commissioner's Office Monday through Friday from 8:30 am to 4:30 pm. OR emailed directly to krambo-bray@gilmercounty-ga.gov

Gilmer County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.