



Stephens County Board of Commissioners

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James Addison, Chairman
Dennis Bell, Vice-Chairman
Michelle Ivester, Commissioner
Dean Scarborough, Commissioner
Debbie Whitlock, Commissioner

Phyllis Ayers, County Administrator
Beth Rider, County Clerk
Brian Ranck, County Attorney

Job Opening Building Official/Planning Director Stephens County Board of Commissioners

The Stephens County Board of Commissioners is accepting applications for the position of County Building Official/Planning Director.

The Building Official/Planning Director will interpret ordinances and answer questions, establish annual goals, prepare and monitor the department budget and also represent the department before the Planning Commission and the Board of Commissioners. The Building Official/Planning Director is to direct employees engaged in professional and technical planning, building inspection and code enforcement for Stephens County. This position provides the direction required to develop and maintain activities relative to planning, zoning, building and construction inspections, and code enforcement according to federal, state, city, and county code.

Minimum qualifications for this position include a Bachelor's Degree in Planning, Business Administration, Public Administration or a related field supplemented by 5 years of progressively responsible experience in Planning and Zoning; or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job.

Applicant must possess and maintain a valid Georgia Driver's License.

Applications will be received through August 4th, 2022 at Stephens County Board of Commissioners, Annex Building 802 East Doyle Street, Toccoa, Georgia 30577 between the hours of 8:00am and 5:00pm. Resumes may be emailed to humanresource@stephenscountyga.gov

Applications may be downloaded at: <https://stephenscountyga.gov/human-resources/>

Submit on line Applications at: <https://broker.edmundsassoc.com/ESS/?municipalId=STEPGA#APPLY>
Click on the link for "Apply Now".

The Stephens County Board of Commissioners is an equal opportunity employer and a drug free and smoke free workplace.