

**CLASSIFIED AD**

Planning & Zoning Tech I

Baker County Board of Commissioners is accepting applications for a full-time Planning & Zoning Tech I position in the Community Development Office. Annual salary \$22,880/\$11.00 per hour. Benefits include Florida retirement, paid vacation/sick leave, holidays.

This position is for a responsible person working with the public processing applications for building permits, land use and zoning changes, some code enforcement, and contractor licensing in accordance with adopted procedures, ordinances and codes. This position is one of the frontline positions for the Community Development Department.

Test will be given on knowledge of Microsoft applications, such as Excel, Outlook and Word. General office skills required.

Graduation from an accredited high school or possession of an acceptable equivalency diploma required. Two (2) years' experience in responsible office work; construction, land use and zoning, or real estate related is a plus but not required. Valid Florida Driver's License and a driving record acceptable to insurance provider.

Application and complete job description is available at the Baker County Human Resources office located at 55 North Third Street, Macclenny, FL 32063 or online at [www.bakercountyfl.org/jobs](http://www.bakercountyfl.org/jobs). Deadline for submitting applications is Thursday, October 3, 2019 at 4:00pm.

Baker County is a drug free workplace and an equal opportunity employer. All applicants are considered for all positions without regard to age, race, color, national origin, religion, sex, sexual orientation, marital or Veteran status, medical condition or disability, or any other legally protected reason.

Dates of publication:

Sept. 19, 2019

Sept. 26, 2019