

Edgecombe County is accepting applications for a **Planning, Inspections and E-911 Director** to perform difficult administrative and technical work organizing, directing and participating in current and long-range planning programs, code and building inspections and enforcement programs, developing, administering and enforcing adopted regulations, ordinances and policies, and related work as apparent or assigned. Departmental supervision is exercised over all personnel within the department. Work involves setting policies and goals under the direction of the County Manager.

Essential duties include directing the operations of the planning, inspections and E-911 addressing department; preparing annual departmental budgets; preparing board agendas and materials; serves as technical advisor and makes recommendations to the Planning Board and Board of Adjustment; attends and participates in meetings, workshops and seminars; prepares, reviews and recommends amendments to small municipalities within the County; coordinates permitting activities; works with consultants on special projects and provides assistance to other departments as needed.

Bachelor's degree with coursework in architecture, planning, or related field and moderate experience working in local government planning, code enforcement; working with localities and community groups, or equivalent combination of education and experience. Valid driver's license in the State of North Carolina.

Salary Range: \$47,916 - \$83,035

Closing Date: Open Until Filled

Applications available at the Edgecombe County Manager's Office, 201 St. Andrew Street, Tarboro, NC or online at www.edgecombecountync.gov. PRE-EMPLOYMENT SCREENINGS AND E-VERIFY REQUIRED. AA/EOE.