



# Zoning/Onsite Waste Management Technician

Explore. Thrive. Belong.

*Jefferson County is the Heart of the Heartland. We offer the best of Wisconsin living with safe, family oriented, vibrant business and civic communities surrounded by picturesque farmland. Jefferson County is proud of our small-town living options and easy access to major urban centers.*

## WHAT WE ARE LOOKING FOR

The purpose of this position is to assist the Director in the administration and enforcement of Jefferson County Zoning, Floodplain, Land Division and Subdivision ordinances, as well as having working knowledge of the County's land use plan and planning principles. The position also specializes in private sewage system ordinances and associated administrative rule provisions.

## WHAT YOU WILL DO

This position will be responsible for implementing the 3-year maintenance program for septic systems. In addition, they will review and issue sanitary and zoning permits, and complete on-site inspections. The position will assist the County Zoning Board of Adjustment with reviewing applications for variances.

## SOME ESSENTIAL RESPONSIBILITIES

You will be successful in this role by completing the following tasks and responsibilities:

- Examines and processes permits related to septic systems and zoning.
- Manages, enforces and maintains state mandated 3-Year Maintenance Program, Holding Tank Maintenance Program.
- Determines compliance with codes and ordinances, authorizes extensions and/or corrective measures, and follows up with violation referrals and citation issuance with appropriate individuals for non-compliance.
- Provide expertise in the administration of the Zoning, Floodplain, Land Division and Subdivision, and Private Sewage System ordinances, as well as the County's land use planning.
- Provide information, advice, and consultation with plumbers, developers and landowners regarding zoning issues and private sewage system design, installations and options allowable under state code.
- Research, investigate and perform site inspections and reports for the Board of Zoning Adjustment for potential applications and for proposed petitions.

## Requirements:

- Bachelor's degree in environmental science and/or land use planning.
- One year of related experience and or training.

## Preferred Requirements:

- Bachelor's degree in environmental science and/or land use planning.
- Three years of related experience and or training.
- Knowledge of septic systems
- Experience with GIS and GPS units.
- Knowledge of state and local ordinances and legislation.

## Other Requirements – Certificates/Licenses

- Valid driver's license.
- Private On-Site Waste Treatment Systems Inspector License & Certified Soil Tester License.
- Soil Erosion Inspector License preferred.



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## ***Wage & Benefits***

The starting hourly wage range is \$33.74 - \$37.60 per hour depending on qualifications.

## ***Benefit Highlights***

- Health Insurance
- Health insurance Opt Out Plan
- Dental & Vision insurance
- Life insurance
- Wisconsin Retirement System
- Health Savings Account
- Deferred Compensation Program

## ***Employees at Jefferson County Value***

- Competitive Pay, Excellent Benefits
- Great Coworkers, Flexibility
- Advancement & Opportunity
- Family Culture

**HOW TO APPLY:** For a full job description and link to apply online, please visit the County's web site at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)  
*Jefferson County is an Equal Opportunity Employer*