



Zoning/Onsite Waste Systems Technician

Jefferson County Zoning and Planning department regulates land uses within the county through the enforcement of comprehensive zoning, shoreland, subdivision, and floodplain ordinances, as well as, Wisconsin Administrative Codes to achieve their goals. The department utilizes a permitting process whereby applicants identify anticipated uses and structural setbacks, to ensure compliance with applicable codes while maintaining the health, safety, and welfare of our citizenry and integrity of our environment.

The Zoning and Planning department is currently hiring a full-time Zoning/Onsite Waste Systems Technician who will specialize in private sewage system ordinances and associated administrative rule provisions, as well as, assist the Director in the administration and enforcement of Jefferson County Zoning, Floodplain, Land Division, and Subdivision ordinances. This position will have a working knowledge of the County's land use plan and planning principles.

As an attentive, knowledgeable, and thorough Zoning/Onsite Waste Systems Technician, you will be successful in this role by completing the below key tasks and responsibilities:

- 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
- Assist the Director with all department functions and make decisions on behalf of the Director in their absence
- Research, investigate, and perform site inspections and reports for Planning and Zoning Committee and Board of Zoning Adjustment for potential applications and for proposed petitions which entails preparing materials and reports for the Committee to make a decision, attend public hearings, and provide staff reports
- Research, perform site visits, and investigate zoning and sanitary violation complaints by collecting and documenting evidence. Keep and maintain file of violations including dated photographs and/or other evidence.
- Coordinate the enforcement of the zoning and sanitary ordinance with Corporation Counsel, State and Federal agencies, and office staff. Testify in court proceedings as needed.
- Review land division plats and certified survey maps for compliance with County and State regulations. Inspects all damaged floodplain structures and perform substantial damage assessments.
- Variety of other tasks necessary provided on the posted job description.

Starting wage: \$27.97/hour (\$58,177 annually)

Hours: 40 hours/week; Monday through Friday between hours of 7am and 4:30pm with some nights and weekends needed

Benefits: Eligible for our excellent benefit package with details provided at the below link:

https://www.jeffersoncountywi.gov/departments/human_resources/pay_and_benefit_information.php

Qualifications Needed:

- Bachelor's degree from a college or university in Environmental Science, Land Use Planning or other related field
- Valid driver's license
- POWTS Inspector License and Certified Soil Tester License within 6 months of employment

Qualifications Preferred:

- Bachelor's degree with two years of experience; or equivalent combination of education and experience.

Applications will be accepted until this position is filled, however, initial screening of applicants will begin:

July 6, 2020.

Application and position details are available at www.jeffersoncountywi.gov or Jefferson County Human Resources: 311 S. Center Ave. Room 111, Jefferson, WI 53549.

Jefferson County is an Equal Opportunity Employer