

## Community Development Official

City of Victor, Colorado

The City of Victor is accepting resumes for a part-time (20-30 hrs/week) position to coordinate the planning and zoning activities of the City. The successful candidate must be able to work in tandem with the City Administrator and Clerk as well as the City's building code inspector at Colorado Code Consulting. Duties include issuing building permits, analyzing zoning applications, meeting with applicants on their building projects, reviewing historical appropriateness on building and zoning applications, administering all short-term rental applications and code enforcement. Although a college degree is preferred, a comparable combination of experience and training will be accepted. Candidates should have a minimum of 2 years of progressively responsible program management. Most importantly, the applicant must demonstrate a proven competency for customer service, teamwork, communication and work ethic. Interested candidates should submit an application form and resume to "City of Victor, Attn: Richard Mann, P.O. Box 86, Victor, CO 80860" or send their resume by email to [rmann@cityofvictor.com](mailto:rmann@cityofvictor.com) by **September 4, 2020, COB**. A job description is available on the City's website <https://cityofvictor.com/downloads/JDCommunityDevelopmentAdministrator.pdf>. EOE

Job Type: Part-time

Salary: \$17-\$22/hour, dependent upon qualifications and experience

Required experience: 2 years of progressively responsible management, preferably in a government setting