

Zoning and Floodplain Administrator/GIS Technician

General Purpose

Responsible for the implementation and regulation of the Buffalo County Zoning and Subdivision Regulations and for the maintenance, retrieval, and updating of information from the County's geographic information system (GIS). This position requires considerable responsibility and independent judgement. Applicants must complete a standard application available at www.buffalocounty.ne.gov/employment. Applicants must also submit a resume and cover letter. Incomplete applications will not be considered.

Qualifications

- High School diploma or equivalent but prefer candidate with Associate's or Bachelor's Degree. Combination of equivalent education and/or work experience may be considered if substantially related to the detailed job requirements of this position.
- Must possess a valid State of Nebraska driver's license and be eligible to be insured under the County's insurance policies
- Prefer experience reading and interpreting legal descriptions
- Prefer GIS Certificate and/or GIS Degree
- Applicants must be able to comply with all physical requirements as required by the position and must pass a detailed background check.

Wages

\$55,000-\$60,000 contingent upon qualifications. Comprehensive benefit package including retirement.

Interview Process

This position is considered an Appointed Official position by the Buffalo County Board of Commissioners, and the Planning and Floodplain Administrator/GIS Technician serves at the direction of, and leisure of, the Board. Interviews will be conducted by a committee of three Board members in a public setting in accordance with the Nebraska Open Meetings Act.

Application Submission

Please submit a complete application, resume, and cover letter to:
Buffalo County Board Administrator
1512 Central Avenue
PO Box 1270
Kearney, NE 68848

Application deadline is June 15th by 5:00 p.m.