

Position Opening Community Development Administrator

The City of Ste. Genevieve is accepting applications for a Community Development Administrator. This is a full time position reporting to the City Administrator with some evening meetings required. This individual will be responsible for administrative activities related to enforcement of the City Codes, including planning and zoning, historic preservation, subdivision development, flood plain management, public nuisances and others. This individual will also coordinate the enforcement of the building code and housing occupancy codes.

Must possess valid driver's license. Experience required is a minimum of five (5) years in a field related to planning and zoning, building or housing inspection, land use planning, or other relevant fields. The ability to read building plans and drawings helpful.

Job description available at City Hall upon request. Benefits include employee health insurance, LAGERS retirement plan, annual vacation and sick leave.

Submit resume and salary history by email to: pmeyer@stegenevieve.org or by to Pam Meyer, City Clerk, 165 S. Fourth Street, Ste. Genevieve, MO 63670 by April 30, 2018.

City of Ste. Genevieve is an Equal Opportunity Employer.