



## TOWN OF MILTON, VERMONT 05468-3205

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TOWN MANAGER • 43 BOMBARDIER ROAD • 802-893-6655 • FAX: 893-1005

### **Employment Opportunity** **Part Time Planning & Zoning Officer**

The Town of Milton, Vermont has a great opportunity for a Planning and Zoning Officer. This is a part time (15-20 hours per week) job in our Planning & Zoning office.

This position works closely with the Planning Director and/or Zoning Administrator to assist with planning issues and is involved in a variety of tasks that require technical analysis, project management, sound decision-making capabilities and creativity. This position also provides staff support to the Development Review Board, developers and the public, and with carrying out the duties of the Zoning Administrator and Health Officer.

Full job description can be viewed at [www.miltonvt.gov/employment](http://www.miltonvt.gov/employment)

This is a 15-20 hour per week hourly, non-exempt position. The hourly rate is \$22-25 per hour depending on skills and experience.

To apply, send your resume, cover letter and a Town of Milton job application ([available for download here](#)) to John Bartlett, HR Director via email at [jbartlett@miltonvt.gov](mailto:jbartlett@miltonvt.gov) via confidential fax at 802-891-8098 or mail to John's attention at Town of Milton, 43 Bombardier Road, Milton, VT 05468

Please submit your application materials by 11/12/21, but position is open until filled.

*The Town of Milton, VT provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, The Town of Milton, VT complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.*