



COUNTY OF LEBANON

Job Announcement

Posting Date: April 15, 2026

Position:	Zoning Officer
Department:	Planning Room 206 400 South 8 th Street Lebanon, PA 17042
Available:	On or after April 13, 2026
Bargaining Unit:	NONE
Hours:	8:30AM- 4:30PM, Monday through Friday, some evening meetings
Pay Grade:	11 (Non-Exempt-Non-Union Pay Chart)
Salary Range:	\$ 1,431.52 Bi-weekly
Full-Time Employee Benefits:	100% Employer PAID Benefits → Health Insurance, Vision, Prescription, Dental insurance, Life Insurance, Eleven (11) Holidays, Sick, Vacation, and Personal time-off. Additional Benefits → Pension retirement plan, Health Insurance Exchange Program, Employee Assistance Program, Employee Wellness Program, Revive Health Benefits Program, Connect Care 3 Resources, Connect Care 3 Platform/KOA Foundations App, and Employee Appreciation Program. Voluntary Benefits → Deferred Compensation plan, Short Term Disability, Critical Illness, Accident, and Cancer insurance.

A County of Lebanon Application MUST be completed for consideration for this position. Resume is recommended, however, is optional unless otherwise stated below.

➤ **Applications will be accepted through Thursday, April 30, 2026.**

BRIEF DESCRIPTION OF DUTIES AND QUALIFICATIONS:

This position is responsible for zoning administration and enforcement. Work duties include issuance of zoning permits, managing zoning complaints, conducting on-site inspections and attendance at Zoning Hearing Board meetings. Must possess excellent writing and verbal communication skills. Ability to write clear and concise technical reports, letters, and decisions.

MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS:

Some knowledge of planning principles, zoning procedures, public administration, or law enforcement. Above average ability to speak, write, read, and understand the English language. Must have a valid Pennsylvania driver's license and high school diploma or equivalent. Ability to use a computer and its operating software. Ability to write clear and concise technical reports, letters, and decisions. Ability to communicate with municipal officials, attorneys, developers, contractors, and homeowners. College training is preferred but not required. Bi-lingual preferred but not required.

APPLICATION AND RESUME SUBMISSION OPTIONS:

1. Email directly to Human Resources → Apply@lebanoncountypa.gov
2. Mail to → 400 S. 8 th Street, Room 200 Lebanon, PA 17042 ATTN: Human Resources
3. Fax to → (717) 675-2668 ATTN: Human Resources

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