

**LAKE COUNTY HUMAN RESOURCES
LAKE COUNTY SERVICE CENTER
616 THIRD AVENUE
TWO HARBORS, MN 55616 (218) 834-8323**

August 4, 2023

EMPLOYMENT NOTICE

POSITION: ENVIRONMENTAL SERVICES SPECIALIST

The current vacancy is for one full-time (37.5 hours per week) position in Lake County Environmental Services Department in Planning & Zoning.

SALARY: \$22.13 - \$29.87 per hour

CLOSING DATE: Open until filled; initial review August 22, 2023

Applications must be on official forms. Resumes will be accepted, but not in lieu of an application.

MINIMUM QUALIFICATIONS:

Associate's degree in Land-Use Planning or related field; or an equivalent combination of education and experience; and a valid Driver's license.

RESPONSIBILITIES:

Responsible for performing a variety of moderately involved duties related to land use, shore land and waste collection management. Positions assigned to Planning & Zoning may be responsible for taking minutes for planning commission and board of adjustment meetings.

WORK TEST PERIOD:

Appointee to the position must successfully complete probationary period per contract.

BACKGROUND CHECK:

Applicants selected for appointment must pass a criminal background check.

DRUG TESTING:

Applicants selected for appointment must take and pass a drug test.

PHYSICAL-MEDICAL STANDARDS:

Applicants must meet essential physical requirements of the position.

EMPLOYMENT ELIGIBILITY VERIFICATION:

All new employees must complete and sign employment eligibility verification form on the first day of employment. Documentation verifying identity and employment eligibility must be submitted within three days of the first day of employment.

APPLICATION INFORMATION:

Application and Classification Specification may be obtained by contacting Lake County Human Resources Department, 616 Third Avenue, Two Harbors, MN, 55616; or Lake County Service Center, 99 Edison Boulevard, Silver Bay, MN, 55614; or website: www.co.lake.mn.us.

VETERAN'S PREFERENCE:

Proof and claims for Veteran's Preference must be filed with Lake County Human Resources at time of application.

ACCOMMODATION:

Applicants who wish to request accommodation to application process should contact Lake County Human Resources at (218) 834-8394.

NON-DISCRIMINATION:

Lake County is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, creed, sex (including pregnancy), age, color, national origin, religion, disability, sexual orientation, gender identity, marital status, status with regard to public assistance, familial status, membership or activity in a local commission, genetic information, or any other protected classification.