

COUNTY OF GLENN



Chief Building Official Planning & Community Development Services

Deadline to Apply: Tuesday, December 23, 2025

COMPENSATION: \$90,563.20 - \$110,073.60 annually

Salary depends on experience and qualifications.

Glenn County employees are offered an excellent **benefits package**.

Applications must include:

- Glenn County Employment Application
- Transcripts and/or Certificates
- Resume
- Cover Letter

Interview Date: Week of January 5, 2026

This position is responsible for the building inspection program for Glenn County, the Permit Center, and oversight for the construction of/on County owned buildings. This is a single-position classification functioning as the Chief Building Official. This position is scheduled for forty (40) hours per week.

THE IDEAL CANDIDATE

The ideal candidate will have the knowledge of pertinent federal, state and local laws, codes and regulations. They will have knowledge of principals and practices in general construction, electrical, plumbing and mechanical systems. This person will also have the ability to analyze problems, identify alternative solutions and project consequences of proposed actions and implement recommendations in support of goals.

JOB DUTIES

- Engages in building permit application activities, plan checking, field inspection, and code enforcement to ensure compliance with applicable codes and regulations of County, State and Federal agencies.
- Participates in budget preparation and administration; prepares cost estimates for budget recommendations.
- Coordinates inspection activities with other County departments and divisions; conducts joint inspections with other County departments.

Refer to the **job description** for a full list of duties.

About Glenn County:

Glenn County has a population of 29,132 and is located mid-way between Sacramento and Redding in Northern California. Glenn County is primarily an agricultural community with mountains on the west, the Sacramento River bounding the east side and the Interstate 5 corridor taking you through the rich farm land of the County. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy.

MINIMUM QUALIFICATIONS

EXPERIENCE:

Five years of increasingly responsible experience in building inspection; including at least two years in an administrative or supervisory capacity.

EDUCATION:

Equivalent to Bachelor's degree from an accredited college or university with major course work in business administration, public administration or a related field. Two years of additional professional experience may be substituted for the Bachelor's Degree.

LICENSE OR CERTIFICATE:

Possession of, or ability to obtain, an appropriate valid California driver's license.

Equivalent to certification from ICBO as a certified Building Official, Plans Examiner and Building Electrical, Plumbing and Mechanical Inspector.

HOW TO APPLY

A complete, original application must be filed for each position you are interested in applying for. Applications are available online at www.calopps.org/county-of-glenn or in person at the Glenn County Personnel Office at 525 W. Sycamore Street, Willows, CA 95988. You may contact the Personnel Department at (530) 934-6451 and request an application. Applications can be submitted online or in person until **5:00 PM on Tuesday, December 23, 2025**.

IMPORTANT APPLICATION INFORMATION

Candidates must submit a completed job application packet. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which will include a written practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Extra Help Employee (EXE) temporary (limited benefits) and may be used to establish a list to fill future vacancies for the next twelve (12) months.

COUNTY OF GLENN JOB OPPORTUNITIES



The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.

The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.