



## JOB OPENING

<b>JOB TITLE</b>	<b>Staff Planner II</b>
<b>POSTING DATE</b>	9/8/2025
<b>CLOSING DATE</b>	<b>Open until filled.</b>
<b>DEPARTMENT/DIVISION</b>	Planning and Community Development/Planning
<b>EMPLOYEE GROUP</b>	Teamsters
<b>EMPLOYMENT STATUS</b>	Regular Full-Time
<b>START DATE &amp; WORK SCHEDULE</b>	<b>ASAP</b> Monday - Friday regular working hours, overtime for scheduled night meetings
<b>PAY RATE</b>	\$70,767 - \$80,987
<b>PREVIOUS WORK EXPERIENCE</b>	Two years minimum in municipal or related private planning work.
<b>EDUCATION:</b>	Bachelor's degree in Planning or related field, Master's degree preferred.
<b>SPECIAL SKILLS &amp; TRAINING</b>	Basic Microsoft Office Skills, basic skills in Geographic Information Systems. Valid operator's license.
<b>BASIC RESPONSIBILITIES</b>	Under the supervision of the City Planner, perform a diverse range of highly responsible professional administrative tasks to support the Planning Office. Staff liaison to the Historic District Commission, Historical Commission and, when needed, the Planning Commission.
<b>HOW TO APPLY</b>	All candidates must complete an <a href="#">online application</a> . Please create an account and apply online for consideration.

***EQUAL OPPORTUNITY EMPLOYER***