



JOB OPENING

JOB TITLE	Staff Planner II
POSTING DATE	9/8/2025
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Planning and Community Development/Planning
EMPLOYEE GROUP	Teamsters
EMPLOYMENT STATUS	Regular Full-Time
START DATE & WORK SCHEDULE	ASAP Monday - Friday regular working hours, overtime for scheduled night meetings
PAY RATE	\$70,767 - \$80,987
PREVIOUS WORK EXPERIENCE	Two years minimum in municipal or related private planning work.
EDUCATION:	Bachelor's degree in Planning or related field, Master's degree preferred.
SPECIAL SKILLS & TRAINING	Basic Microsoft Office Skills, basic skills in Geographic Information Systems. Valid operator's license.
BASIC RESPONSIBILITIES	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.
HOW TO APPLY	All candidates must complete an online application . Please create an account and apply online for consideration.

EQUAL OPPORTUNITY EMPLOYER