



CITY OF CHANDLER
invites applications for the position of:

SR PLANNER

SALARY:	\$66,375.00 - \$92,923.00 Annually
OPENING DATE:	09/11/18
CLOSING DATE:	09/25/18 11:59 PM

DESCRIPTION:

The City of Chandler has an exceptional opportunity for a **SENIOR PLANNER** to work in a well-established and well-managed municipality within the Development Services Department. This is a regular full time position with an excellent benefits package.

The City of Chandler is one of Arizona's first master-planned communities; it is located in the southeast part of the Phoenix metro area and has a current population of approximately, 258,000 its population is estimated to be 300,000 at its planned build-out.

Classification Summary:

The primary function of an employee in this class is to perform professional and complex planning work involving the research, review, analysis and coordination of rezone, annexation, and related development requests. The differentiation of this class compared to a City Planner class is the emphasis on the application and overall implementation of the City General Plan and general growth and development philosophy and goals', including plan revisions and long-range goals and studies and the Sr. Planner supervises the work of the City Planners. Additionally, an employee in this class presents findings and recommendations to staff, the City Planning Commission, City Council, and the public. An employee in this class may be assigned to related duties in the City's Development Services Department.

Essential Functions (non-exhaustive):

- Monitors overall implementation of the City's general plan, including development philosophy, goals, and policies;
- Supervises and evaluates assigned staff, addresses employee concerns and problems, mentors, counsels, disciplines and completes performance appraisals; conducts interviews and makes hiring recommendations;
- Schedules and prioritizes work assignments of assigned staff; monitors status of work in progress; reviews and inspects the work of staff to assure the work quality, and timely completion of assigned duties and responsibilities;
- Monitors plan application to geographic and proposed development areas;
- Performs research and evaluation of current planning philosophy and goals, reviews current plan application and implementation, and prepares recommendations for studies and revisions;
- Performs research and recommends general plan amendments and revisions;
- Coordinates with and acts as liaison with task forces and study groups, taking public

comments and input, on planning and development issues;

- Coordinates City planning efforts with area municipalities and other regional government bodies;
- Evaluates and prepares recommended changes to zoning ordinances;
- Performs special projects, studies, and research as directed;
- Administers general plan work and projects done by contractors and consultants;
- Performs technical planning functions including research, review, analysis, presentation, and coordination of rezone, annexation, development, use permit, variance, and related applications;
- Reviews applications for compliance with City general plan, development, and design codes;
- Coordinates application review process with affected parties, including applicant, property owner, planning staff, architects and engineers, City regulatory and review bodies, and the public;
- Maintains current case files on each application as assigned;
- Prepares and presents written and oral reports to regulatory and hearing bodies, including planning staff findings and recommendations;
- Maintains current City maps, zoning maps, planning documents, planning and development codes and related regulations, geographic and demographic information and databases, and related studies and statistics, for research, documentation, and public access;
- Prepares annual analysis of development activity in the City;
- Answers inquiries from and provides assistance to the public, by telephone and in person, regarding development and zoning projects and current City codes;
- Provides information, assistance, and supervision to other planning staff members;
- Represents the City at public information and review meetings;
- Provides information and recommendations for amendments on short-term and long-range planning issues and proposed revisions to City master plans and development codes;
- Provides technical support and recommendations on neighborhood planning assignments including data gathering and community participation projects;
- Performs all work duties and activities in accordance with City policies and procedures;
- Works in a safe manner and reports unsafe activity and conditions. Follows City-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the City's Safety Handbook.

Minimum Qualifications:

- Bachelor's Degree in Urban Planning, Public Administration, or a related field; and
- Four (4) years' experience in planning or a related field; and
- Valid Arizona Driver's License; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Desired Qualifications:

- Master's Degree

In order to evaluate the fitness of prospective employees, the City of Chandler fingerprints all applicants selected for hire. The examination process may vary if determined necessary.

This position is a regular full-time position and is subject to a six (6) month probationary period. A register of qualified candidates will be active for four (4) months should another position become available.

The City of Chandler will conduct a pre-employment MVRRS (Motor Vehicle Record Request System) check and background check as a condition of employment; all offers are contingent

upon acceptable results.

APPLY ONLINE AT: www.chandleraz.gov/hr
11:59PM

BY: Tuesday, September 25, 2018 @

The City of Chandler is committed to Equal Opportunity and Reasonable Accommodation.