

JUNIOR PLANNER

ABOUT EINS

Eins Consulting is THE Edmonton-based Planning Consultant, providing land development planning services to clients that include small businesses, realtors, speculators, developers, architects, designers, builders, and engineers. Eins stands for the number one in German –we strive to be the number one choice for planning services in the Edmonton Metropolitan Region.

ABOUT THE ROLE

We are looking for a hard-working, fast-learning, creative individual to join our team in a full-time capacity. The ideal candidate has:

- A post-secondary education in Planning and/or Planning Technology
- Two years of work experience in Planning and/or land development
- Strong knowledge of provincial, regional and municipal planning legislation, policies, processes, procedures and statutory documents
- Exceptional interpersonal skills, including oral, written and graphic communication
- An attention to detail that drives their work
- Problem solving skills and a desire to find solutions to complex situations
- Knowledge and demonstrated skills with AutoCAD, Adobe Creative Suite & Sketchup software
- Ability to work independently, prioritize work and meet set deadlines

As part of Eins' Planning team, you will be participating in projects of various scales and complexities. The anticipated duties and responsibilities specific to the role include:

- Working independently and collaboratively with the team on project-specific tasks
- Setting, coordinating, and managing project timelines
- Communicating with municipal planners and clients regularly
- Designing and executing public engagement strategies for projects
- Preparing maps, figures, and reports for applications in a variety of municipalities
- Attending Council and SDAB hearings, some of which may be during evenings
- Site visits as required
- Site design and feasibility analyses related to redevelopment opportunities
- Organizing company documents and files for ease of access
- Representing the company at meetings, conferences and events
- Other duties and/or projects as assigned



At Eins, we recognize that responsibilities and roles aren't the only motivating factors. That's why we offer the following benefits:

- Flexible work hours: the role comes with a target number of work hours per week, there is flexibility on when those can be completed.
- Flexible office: we have an office, but you are free to work wherever you feel most comfortable. Our work is all cloud-stored and can be accessed anywhere.
- Health Spending Account: every employee gets an annual personal health spending account.
- Profit sharing: we are a growing company, and you will be a big part of our growth. It's only right that we share our corporate profits between everyone that contributes.
- Professional learning support: have a webinar, conference or learning opportunity you are interested in? We would love to contribute towards your professional development.

TO APPLY

If you feel that you meet our definition of an "ideal candidate", we are looking forward to meeting you! Please send an up-to-date resume or CV, as well as a writing and graphic design sample to ryan@eins.ca with the subject line: "Planner Position" so we can get to know you more. The deadline to apply is March 11, 2022.