



WORK WITH US

Planning and Development

Full-time, Permanent

Planner – Development Services

The PLANNER – DEVELOPMENT SERVICES provides information, assistance and advice on subdivision and development processes and assists in plan preparation and review. Through managing priorities, the Planner is a key contributor to the achievement of the department's operational deliverables.

Working for Leduc County is more than just a job. We enjoy a friendly, cooperative and fun work environment, where we work hard, with the best people and resources in order to deliver the most efficient, effective services we can to build and sustain a strong community for our residents.

A degree in planning or a related discipline is required. Two (2) years of experience is required. Must maintain or be eligible for membership in the Alberta Development Officers Association or the Canadian Institute of Planners.

Knowledge and understanding of legislation and land use bylaws related to land development in Alberta, the Alberta Land Titles system, Municipal Government Act, and associated regulations is required. The ability to read and interpret engineering plans and specifications; planning, environmental, and socio-economic reports; and building and site plans is required. Must be able to review, interpret and evaluate statutory plans, land use, subdivision, and development proposals.

Must be able to effectively communicate complex technical information and provide consistent, friendly, professional customer service to internal and external customers in the face of ongoing change, regular interruptions and the pressure of deadlines. The ability to deliver presentations, and prepare clear, concise reports is required. Proficiency with computer assisted design, Microsoft Office and other database is required. The ability to maintain the highest level of confidentiality is essential.

Proven achievement of results through efficient coordination of work and project oversight is key to success in the role. Experience working with teams is required. Familiarity with municipal operations and knowledge of rural communities is an asset. A combination of education and experience may be considered.

A valid Class 5 Alberta Driver's license is required.

Please see the complete job description at <https://www.leduc-county.com/en/county-government/careers.aspx>. Qualified individuals are asked to submit their resume and a cover letter by April 26, 2021 through the website.

All applicants are thanked in advance for their interest; however, only those candidates selected for an interview will be contacted.