TOWN OF LAKE PARK:

Planner

Under the general supervision of the Community Development Director, performs professional, technical and administrative work in carrying out the Town’s short-term and long-range development planning and implementation functions while ensuring a high degree of customer service. Reviews land development submittals for compliance with zoning requirements, subdivision regulations and comprehensive plan requirements. Researches, analyzes and summarizes data to support the Community Development Director. Must be able to interact with the general public, property owners, development applicants and other governmental agencies on specific development proposals within a structured development review process. Provides land use and zoning information to the general public and administers meetings of the Town’s Planning and Zoning Board held evenings and attends/participates in occasional Town Commission meetings held evenings as required. This is an exempt level position. Bachelor’s Degree from an accredited college or university with major coursework in urban planning, landscape architecture, environmental studies, or a closely related field and previous professional experience in a public sector planning environment or equivalent are required. Knowledge of computer operations, PowerPoint, GIS and network systems including Microsoft Office Suite are also required. Master’s Degree and eligibility for membership in the American Institute of Certified Planners (AICP) are preferred. Salary range: $40,185.60 to $62,608.00. Starting salary dependent upon qualifications. Deadline for Receipt of Applications: 5:00 p.m. ET on January 19, 2018. Submit completed Town of Lake Park Employment Application Form directly to the Human Resources Department, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. All applicants shall be subject to a criminal background check. Application forms may be downloaded from the Employment Opportunities page at the Town’s website at www.lakeparkflorida.gov. Application forms and resumes will not be accepted by fax or by email. Phone: 561-881-3300. An Equal Opportunity Employer.