



## Planning Technician

Competition #22-095  
Status: Regular Full Time CUPE  
Department: Planning  
Salary: per hour \$38.55 - \$45.46 per hour  
Closing: May 15, 2022

*Come grow with The City of Maple Ridge! Are you a team player with a "can do attitude", excellent communication and customer service skills? We have the perfect opportunity for you!*

The City of Maple Ridge is looking to add a key member to our Development & Environment section in the Planning Department. This is an incredible opportunity for a motivated individual to join a team in a busy municipality experiencing significant development interest and activity!

### POSITION OVERVIEW

You will review a wide range of development proposals and process planning-related applications in neighborhoods ranging from our rapidly developing town centre to rural residential areas. You will also prepare reports on these development applications and other planning matters for City Council. This position also involves extensive communication with the public and development community on the implementation of the City's Official Community Plan, zoning bylaw, and other bylaws and policies.

### EDUCATION AND EXPERIENCE

A University degree in a planning related discipline such as Environmental Studies, Urban Geography plus related office experience, or an equivalent combination of training and experience.

### KNOWLEDGE, SKILLS AND ABILITIES

- Fundamental knowledge of planning practices.
- Knowledge of municipal bylaws applicable to work performed.
- Knowledge of planning departmental functions, objectives and procedures.
- Knowledge of urban design principles and practices.
- Ability to perform assigned duties with minimal direct supervision.
- Ability to understand and carry out oral and written instructions.
- Ability to read and interpret mapping (topographical, cadastral, planimetric, etc.), engineering and architectural plans, and understand specifications.
- Ability to prepare clear, concise written reports.
- Ability to operate MS Windows based programs.
- Ability to deal effectively with the public.

## **LICENCES AND CERTIFICATES**

Class 5 Driver's Licence valid in the Province of British Columbia.

## **ADDITIONAL INFORMATION**

This position requires skill in the use of Windows and Office 365 environment including MS Word, MS Outlook, MS Excel; Knowledge of the AMANDA application tracking program would be an asset.

## **WHAT WE OFFER YOU**

The City of Maple Ridge is a great place to work with competitive compensation packages that include the Municipal Pension Plan, a strong employee wellness program and the opportunity for professional career growth and professional development. If you want to help shape a growing community in a municipality that strives for service excellence, then this is the position for you.

**We thank all applicants for their interest, however, only those under consideration will be contacted.**