

**BUILD A CITY.
BUILD A FUTURE.**
HELP US BUILD A WORLD-CLASS CITY.



PLANNING TECHNICIAN 1 – COMMUNITY PLANNING

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future at the City of Surrey.***

SCOPE

The City of Surrey is looking for two junior planners (Planning Technician 1) looking to make an impact on the future growth of one of Canada's fastest growing municipalities. As a Planning Technician in Community Planning, you will be part of a dynamic interdisciplinary team of planners helping to guide growth in one of the most diverse cities in the province. You will bring a passion to develop your planning skills while working closely with a team on a wide range of work, including public engagement, land use planning and policy development. The anticipated end dates for these two project positions are December 19, 2025.

What we offer for this Planning Technician position:

- Hybrid opportunity with the ability to work partially from home.
- A chance to work in a dynamic and a highly diverse planning environment.
- Ongoing personal growth and professional development opportunities.
- Opportunity to be involved in major land use planning and policy initiatives, including updating the Official Community Plan, Zoning Bylaw and land use plans.

EMPLOYMENT STATUS

Union - CUPE Local 402 - Project

RESPONSIBILITIES

These are an entry-level planning position with a focus on long-range planning. You will perform varied duties in the Community Planning Division.

As the Planning Technician your primary responsibilities include:

- Provide technical and planning assistance in the preparation of community planning and policy work.
- Undertake research and related work, including best practices reviews, policy scans, data compilation and analysis.
- Prepare materials and content, including maps and graphics, to support the development of public engagement materials, plans and documents.
- Support Community Planning staff in report writing, presentations, data collections and other duties as required.
- Providing planning and policy related information to members of the public, staff and external agencies.

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QUALIFICATIONS

- Bachelor's degree in planning or a related field from a recognized post secondary educational institution.
- Previous work experience in the planning field.
- An equivalent combination of education and experience may be considered.

OTHER INFORMATION

Pay Grade: 22

Hourly Rate: \$ 38.98

Pay Step	Hourly Rate
Step 1	\$38.98
Step 2 (6 Months)	\$40.60
Step 3 (18 Months)	\$42.19
Step 4 (30 Months)	\$43.77

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