



A great place to work starts with you!

With a population of 32,097, Parkland County offers a range of municipal services and a vibrant mix of agricultural, residential, industrial, and recreational opportunities. This unique rural area is situated on the west outskirts of Edmonton, just 20 minutes from downtown, and stretches over 2438 sq. km. of picturesque landscapes.

Now Hiring: Development Officer I (Competition #25-23)

Parkland County has an opportunity for a *temporary, full-time* Development Officer I position in the Planning & Development Services Department until approximately December 2025. Reporting to the Senior Planner, Development Planning, the Development Officer I must demonstrate strong technical planning, presentation, and time management skills as this position is primarily responsible for processing residential development permit applications, presenting decisions to applicable Appeal Board(s), and responding to compliance certificate requests. The Development Officer I will demonstrate excellent customer service skills through regular interaction with the County's customer base, providing timely information as it relates to development processes and Parkland County's Land Use Bylaw. When required, the Development Officer I will also provide backup support for the responsibilities of the Development Officer II.

The ideal candidate for this position will have the following:

- Post-Secondary Diploma in Planning or a related field.
- Completion of Applied Land Use Planning Certificate.
- Minimum of two (2) to four (4) years of experience and knowledge of land use planning practices.
- Demonstrated ability to respond to and anticipate customer needs in a professional manner with strong conflict resolution, active listening and communication skills.
- Demonstrated ability to manage time effectively, effectively prioritizing high volumes of work with competing timelines.
- Demonstrate ability to analyze and evaluate complex challenges to form effective decisions.
- Possession of a valid class 5 driver's license and satisfactory driving record is required.

The total rewards package for this position includes:

A starting annual salary of \$68,000 to \$70,700, with a maximum earning potential for this position of \$86,000, based on a 35-hour work week and the option to join the Earned Day Off Program.

In addition, extended health and dental benefits, access to our confidential Employee and Family Assistance Program, paid sick time, three (3) weeks vacation a year with your birthday off, flexible work arrangements allowing hybrid-remote work options and personal days are offered. Our organization offers access to physical fitness, including an employee on-site gym and lunch exercise programs, a Social Club, a wellness & health committee, and a comprehensive training program with extensive learning and development opportunities. Visit our careers page to view this position's complete Total Rewards Package!

Additional Information

Interested Candidates are Invited to Apply Online at careers.parklandcounty.com by Thursday, February 20, 2025 at 4:00 p.m.

We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted. Applications will only be considered through the Parkland County website.

We are committed to fostering an inclusive workplace that welcomes, respects and values the multivariate diversity of current and prospective employees. We strive to provide reasonable access and accommodation throughout the recruitment and employment process. If you have any questions regarding this, please connect with our team at humanresources@parklandcounty.com