

# BUILD A CITY. BUILD A FUTURE.



## PLANNING TECHNICIAN 1 – COMMUNITY PLANNING & SUSTAINABILITY

*Regular Full-Time*

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 a Planner new to the field and ready to make an impact on the future growth of one of Canada's fastest growing municipalities. As a Planning Technician 1 in Community Planning & Sustainability, 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, long range community and land use planning, and policy development.

What we offer for this Planning Technician position:

- Ability to work from home/remotely 2 days a week.
- 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 the development of major planning and policy initiatives.

### RESPONSIBILITIES

This is an entry-level planning position with a focus on long-range planning. You will perform varied duties in the Community Planning & Sustainability Division. As the Planning Technician 1 your primary responsibilities include:

- Providing technical and planning assistance to support land use planning and policy work.
- Preparing materials and content, including maps and graphics, to support the development of land use plans and documents.
- Providing information to members of the public, staff and external agencies regarding bylaw and policy interpretation and advice related to planning.
- Undertaking research and related work, including best practices reviews, policy scans, and analysis.
- Supporting public engagement activities, including the preparation of engagement materials, participation at events, and the summarization of survey results.
- Supporting Community Planning staff in report and document writing, presentations, and other duties as required.

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Apply online at [www.surrey.ca/careers](http://www.surrey.ca/careers)



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## QUALIFICATIONS

- A Bachelor's Degree in planning or a related field from a recognized post-secondary educational institution, supplemented by previous work experience in the planning field. An equivalent combination of education and experience may be considered.
- The ability to communicate effectively, knowledge of planning principles.
- The ability to use relevant computer applications such as Adobe Suite (Illustrator, InDesign, PhotoShop), ArcGIS Pro, SketchUp and MS Office is considered an asset.

## OTHER INFORMATION

Pay Grade: 22

Hourly Rate: \$41.75

Pay Steps	Hourly Rates
Step 1	\$41.75
Step 2 (6 months)	\$43.49
Step 3 (18 months)	\$45.20
Step 4 (30 months)	\$46.89

## APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 7107.

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