

# Township of Langley

<b>Job Title:</b>	Planning Technician
<b>Competition Number:</b>	26-U078
<b>Employment Type:</b>	Regular Full-Time
<b>Pay Rate:</b>	\$44.22 - \$52.21 (5 steps, 2024 rates)
<b>Hours of Work:</b>	35 hours per week; Monday to Friday, 8:30am – 4:30pm
<b>Competition Opening Date:</b>	July 9, 2026
<b>Competition Internal Closing Date:</b>	July 17, 2026
<b>Competition External Closing Date:</b>	July 23, 2026

## Job Overview

The Township of Langley is currently recruiting for a regular full-time **Planning Technician** to join our team of professionals in the Community Development Division, Development Planning Department. Reporting to the Manager, Development Planning, in this unionized position you will perform technical planning work for development proposals and prepare related maps and reports ranging from urban to rural issues. The Planning Technician performs technical tasks for planning projects in support of Planners, manages minor development applications and will have contact with developers, the public and other agencies.

## Responsibilities

- Coordinate and conduct analysis of commercial, industrial and residential development proposals for conformance to the official community plan, local development objectives, bylaw requirements and related government legislation
- Prepare draft reports on development applications and recommend alternate proposals or rejection of the application as necessary
- Conduct preliminary review of development application permits, development cost charges, rezonings, subdivisions, Agricultural Land Reserve and other applications and ensure that all internal contacts/external agencies are included in the review process as required
- Respond to inquiries and provide information to the public, contractors and developers regarding zoning, land-use and related matters
- Perform a variety of research tasks related to feasibility and policy studies for projects, reports and programs
- Compile and analyze data, perform calculations, estimates and projections, and prepare narrative and statistical reports
- Maintain the geographic information databases, develop database queries and assist in data collection and integration
- Perform related work as required

## Qualifications

- University graduation with courses related to Planning, Civil Engineering, Geographic Information Systems or related disciplines and sound related experience, or an equivalent combination of training and experience
- Considerable knowledge of the rules, regulations, policies, bylaws and legislation applicable to subdivision, zoning and land use control
- Sound knowledge of the functions, objectives, practices and principles applicable to municipal planning
- Sound knowledge of research methodology, statistical techniques and of trends and developments in the planning field
- Sound knowledge of software programs and hardware components of the Geographic Information System and programming methods applicable to the work
- Ability to interpret proposal plans, recommend changes and draft bylaws as directed
- Ability to collect, analyze and interpret statistical and narrative data and submit conclusions and recommendations in reports and graphic presentations
- Ability to communicate effectively with the public and internal/external contacts

## Required Certifications/Licenses

Candidates **must** have the following valid and **current** certifications/licenses (must be valid at the time the posting closes) and these **must** be attached with your application.

- BC Class 5 (full privilege) Driver's License. You must include with your application a current **Personal Driving Record (select the 5-year option if obtaining online)** that has been obtained within 6 months of the closing date. To obtain a copy of your **Personal Driving Record**, please contact ICBC directly or the driving authority where you reside. Please note that a copy of your Driver's License and the Driver Factor Report **will not** be accepted.

**Applications without the attached required documents above will be deemed incomplete and may not be considered. Please title your attachments with the number of this competition and have these documents ready to upload when you apply.**

## Apply Now

Visit [tol.ca/careers](https://tol.ca/careers) to apply for this exciting career opportunity in a growing community. The Township of Langley is an equal opportunity employer.

*We appreciate all applications; however, only short-listed candidates will be contacted for an interview.*