

**CITY OF CORNER BROOK  
EMPLOYMENT OPPORTUNITY**

**PLANNING TECHNICIAN II  
(Temporary/Maternity Leave Position Approximately one Year or Until Permanent  
Incumbent Returns)**

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The City of Corner Brook is presently accepting applications for the position of **PLANNING TECHNICIAN II** with the Department of Community, Engineering, Development and Planning.

The Planning Technician II reports directly to the Manager of Development and Planning or designate and is responsible for performing a variety of technical and skilled tasks related to municipal planning including the preparation of conceptual drawings and the preparation and maintenance of maps, plans, graphics, and drafting work. The Planning Technician II collaborates with the Manager of Development and Planning to create development concepts and transfer these visions to paper or electronic medium for others to view. This position provides technical and regulatory services as they pertain to the planning process; assists in the preparation of the long-term Municipal Plan and such plans, regulations, and their amendments as may be required to support the Municipal Plan or the planning initiatives of the City; assists in the formulation of comprehensive planning policies, guidelines, and by-law provisions on a variety of planning issues, in accordance with sound planning practices; ensures that proposals for development follow regulations and generally accepted planning practice; ensures the safe operation of all equipment and reporting unsafe acts/conditions to the supervisor; carries out all duties in accordance with OH&S Regulations and City policies.

Completion of a technical diploma in urban planning, civil engineering, architectural or building technology or a degree in Planning from a recognized post-secondary institution supplemented with a minimum of two (2) years of experience in a planning environment. Must have training and/or experience in cartography, drafting, CAD/GIS, design and/or urban geography. Must possess knowledge of applicable federal/provincial legislations, policies, and programs and the ability to integrate them within department projects. Must possess strong computer skills and a valid Class 5 Newfoundland and Labrador driver's license. Full membership or eligibility for full membership in the Canadian Institute of Planners is required. Knowledge and/or experience in Autodesk Civil3d/Map would be considered an asset.

**SALARY:** \$27.75 (Probationary) - \$ 30.84

**CLASSIFICATION:** C.U.P.E. Local 768

**HOURS OF WORK:** Monday – Friday 8:30 a.m. – 4:30 p.m

**CLOSING DATE:** Competition will remain open until a suitable candidate is found.

**COMPETITION NO:** 2020-21

Please submit résumés, **giving complete details of qualifications** to Human Resources Office, City of Corner Brook, P.O. Box 1080, Corner Brook, NL, A2H 6E1. Fax # 709-637-1625; email [careers@cornerbrook.com](mailto:careers@cornerbrook.com).

*The City of Corner Brook thanks all applicants for their interest; however, only those selected for an interview will be contacted.*