



AUGUSTA-RICHMOND COUNTY
invites applications for the position of:

Planner, Senior

SALARY: \$48,554.00 Annually

OPENING DATE: 10/02/20

CLOSING DATE: Continuous

DESCRIPTION:

The purpose of this classification is to ensure compliance with the zoning ordinance and development regulations for land development plans for current planning. perform complex analysis and make staff recommendations regarding subdivision, development, and transit plans and other planning requests. This classification is distinguished from Planner in that incumbents in this class handle the largest and most complex projects and have at least three years of experience as a Planner with the Consolidated Government.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Facilitates both long-range and current planning actions related to compliance with the Consolidated Government's land development codes and comprehensive plan goals, objectives, and policy; participates in various development review and pre-development meetings to provide information and guidance for community development goals, objectives and initiatives; and provides professional and technical assistance and consultation regarding planning issues with industry professionals and the public.
- Prepares a wide variety of materials, reports and documentation for public hearings, various meetings and board presentations: provides presentations to supervisors, boards, commissions, civic groups and the general public on planning and growth management issues as directed.
- Evaluates and analyzes proposals and related data and information: evaluates land use, zoning and transportation planning proposals to ensure compliance with applicable laws, codes, ordinances, and related regulatory standards; evaluates environmental, statistical, impact and related information and data; identifies non-compliance and adverse impacts; and recommends mitigation measures.
- Performs various statistical research and comparative analyses: compiles, maintains and updates planning operational data; analyzes planning data; forecasts and identifies future planning, transportation, and growth management deficiencies, trends and problems; evaluates impacts to proposed planning objectives and application to areas of responsibility; assists in development of planning improvements, and modifying proposed objectives accordingly.
- Participates in preparation and administration of state and federal grants, inter-local agreements, land development regulations, and special studies as directed: gathers data; conducts research; and prepares and submits related applications, documentation and reports.
- Coordinates Geographic Information Systems (GIS) projects and activities: utilizes GIS to produce maps, designs and other graphics; identifies spacial and technical data and database structure and management needs to show impact of development projects; recommends standards procedures and specifications for GIS database management and related information; and determines map content, layout, and production specifications.

MINIMUM REQUIREMENTS:

Education: Bachelor's Degree in Urban Planning, Urban Design, Regional Planning, or related field required, a Master's Degree is preferred.

Experience: Five (5) years in the planning field to include three (3) years of experience as a Planner with the Consolidated Government

Licensing/Certification: Possession of a valid driver's license with good driving history. If State license is other than Georgia or South Carolina, applicant must obtain a license in Georgia or South Carolina within 30 days of employment.

OTHER:

PERFORMANCE APTITUDES

- **Data Utilization:** Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.
- **Human Interaction:** Requires the ability to work with and apply principles of persuasion and/or influence over others to coordinate programs or activities of a project, and resolve typical problems associated with the responsibilities of the job.
- **Equipment:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

- **Verbal:** Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.
- **Math:** Requires the ability to perform basic mathematical calculations to include decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, and ratios; may include ability to calculate surface areas, volumes, weights, and measures.
- **Functional Reasoning:** Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.
- **Situational Reasoning:** Requires the ability to exercise judgment, decisiveness and creativity in situations involving broader aspects of organizational programs and operations, moderately unstable situations, or the direction, control and planning of an entire program or set of programs.
- **Physical Abilities:** Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.
- **Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.
- **Environmental Factors:** Essential functions are regularly performed without exposure to adverse environmental conditions.

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.augustaga.gov>

Position #201202412
 PLANNER, SENIOR
 HD

535 Telfair Street
 Suite 400
 Augusta, GA 30901
 706-821-2303

jobs@augustaga.gov

Planner, Senior Supplemental Questionnaire

- * 1. The answers you provide to the supplemental questions will be used to conclude if you meet the minimum qualifications and requirements for this position. Responses relating to your specific work experience and education MUST clearly reflect the requirements shown in the areas for work history and education on your application. Your application must be completed in full before it is submitted. Additional information may not be accepted after your application has been submitted. Do you accept these terms?
- Yes
 No
- * 2. Are you a current employee of Augusta Richmond County?
- Yes
 No
- * 3. To be eligible to apply for a posted position, a current employee must have performed competently for at least six (6) months in his/her current position. If you are a current employee of Augusta Richmond County, have you been in your current position at least six months?
- Yes
 No
 This question does not apply to me.
- * 4. If you are a current Augusta Richmond County employee, have you received a written reprimand, disciplinary probation, or suspension in the last twelve (12) months? (Informal warnings excluded)
- Yes
 No
 This question does not apply to me.
- * 5. Which of the following best describes your level of education?
- No High School Diploma or GED
 High School Diploma or GED
 Some College
 Associate's Degree
 Bachelor's Degree
 Master's Degree
6. Which of the following best describes your level of experience in the planning field?
- No experience
 Less than one year of experience

- One to two years of experience
- Three to four years of experience
- Five or more years of experience

* 7. Which of the following best describes your experience as a Planner with a Consolidated Government?

- No experience
- One to two years of experience
- Three to four years of experience
- Five or more years of experience

* 8. Do you have a valid driver's license with an acceptable driving record?

- Yes
- No

* Required Question