



PINAL COUNTY
invites applications for the position
of:

Planner, Senior

SALARY: \$27.84 - \$43.15 Hourly
\$2,227.27 - \$3,452.27 Biweekly
\$4,825.75 - \$7,479.92 Monthly
\$57,909.00 - \$89,759.00 Annually

OPENING DATE: 07/11/22

CLOSING DATE: Continuous

DESCRIPTION:



Pinal County is growing FAST and undergoing so much positive change! We need passionate people to come join our team and help us make Pinal County the best place to live and work in the country!

If you have never considered working in government, take a look at what we offer here at Pinal County; we invest in you and your future:

- A team of amazing people who are committed to making Pinal County a great place for its citizens and its employees
- Variety of Top Tier Affordable Medical Plans - Six Different Medical Plans to Choose From; Some with Zero Employee Premium Cost
- Dental and Vision Plans
- Telehealth
- Retirement Plans with Employer Contributions - **Guaranteed Lifetime Benefit!**
- Qualified Employer for the Public Service Loan Forgiveness Program through the Dept of Education
- Tuition Reimbursement Program
- Alternative Work Schedules
- Paid Vacation And Sick Leave
- Ten Paid Holidays
- Civil Service Leave
- Van Pool Options
- Short-Term Disability – Employer Paid
- Basic Life Insurance - Employer Paid
- Paid Sabbaticals After 15 Years of Continuous Service
- Flexible Spending Accounts for Dependent Care and Medical Expenses
- Employee Assistance Program & Wellness Program
- Suite of Voluntary Benefit Options including additional Life, Accident, Critical Illness and Cancer Insurance

Working at Pinal County is more than just a job, it's a career, it's a community, it's an investment in your future.

JOB SUMMARY

Review and process rezoning, planned area developments, comprehensive plan amendments, and related development requests, provide customer service, perform basic file research and records maintenance, and perform complex research and planning studies under general supervision.

NOTICE TO APPLICANTS:

The hiring salary for this position is dependent upon experience, qualifications and position funding; starting salaries above the first quartile require additional approval.

This announcement may be closed as soon as a sufficient number of qualified applicants have applied.

EXAMPLE OF DUTIES:

Work in this classification requires an individual to be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary classification functions herein described. Since every duty associated with this classification may not be described herein, employees may be required to perform duties not specifically spelled out in this classification description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this description.

TYPICAL CLASSIFICATION ESSENTIAL DUTIES:

- Review and process rezoning, planned area developments, comprehensive plan amendments, and related development requests and maintain planning documents and planning and development codes.
- Review land use and development proposal plans, site plans, and subdivision improvement plans for compliance with applicable zoning code requirements.
- Research files, maintain records and filing systems, and update computer database and website.
- Manage research and planning studies.
- Provide customer service and answer inquiries from the public within scope of authority, and explain guidelines, procedures, policies, and applicable state statutes and ordinances, which govern the planning and zoning processes.
- Provide information and assistance on County codes, land development regulations, zoning issues, application process, and procedural issues, research customer concerns, and initiate problem resolution.
- Process applications for concept review.
- Review plans for landscape revisions.
- Coordinate the Pre-application review and submittal process
- Review and evaluate field sites for upcoming zoning cases.
- Maintain absolute confidentiality of work-related issues, customer records, and restricted County information.
- Perform other related duties as required.

MINIMUM REQUIREMENTS:

MINIMUM REQUIREMENTS TO PERFORM WORK:

- Bachelor's degree in Urban Planning or Geography.
- Two (2) years of professional planning experience.
- Or an equivalent combination of relevant education and/or experience may substitute for the minimum requirements.

SUPPLEMENTAL INFORMATION:

Knowledge, Skills and Abilities:

- Knowledge of County Comprehensive Plan, zoning code, and development regulations.
- Knowledge of principles of application permitting and plan review.
- Knowledge of basic principles of cartography, urban planning, and surveying.
- Knowledge of basic principles of record keeping and records management.
- Skill in performing mathematical calculations and computations.
- Ability to operate a personal computer utilizing standard and specialized software.
- Ability to provide effective customer service and deal tactfully and courteously with the public.

PHYSICAL DEMANDS:

The work is light and requires exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force to move objects. The work also requires the ability to finger, feel, grasp, reach, perform repetitive motion, hear, speak, operate motor vehicles and/or heavy equipment, and demonstrate mental and visual acuity.

WORK ENVIRONMENT:

Work is performed in a dynamic environment that requires the ability to be sensitive to change and responsive to changing goals, priorities, and needs.

85 N. Florence Street
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520-866-6442

Position #202200371
PLANNER, SENIOR
CS

Resources1@pinal.gov
