



**THE CORPORATION OF THE COUNTY OF PRINCE EDWARD**  
**JOB OPPORTUNITY**  
**ENGINEERING DEVELOPMENT & WORKS**  
**PLANNER I**  
**FILE #: 2019-19**

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The County of Prince Edward is an island community on the shores of Lake Ontario with a proud United Empire Loyalist heritage. Boasting beautiful beaches and a unique rural landscape, the County offers serene country living. Our strong agricultural roots, thriving tourism attractions, renowned regional cuisine, and growing wine industry combine to offer a unique and unmatched quality of life.

Our Human Resources Department is currently accepting applications for the position of **Planner I**. Reporting to the Manager of Planning or designate, the Planner I will provide land use planning advice, guidance and opinion on all types of planning, building permit and development applications. As a participant in our one-window development approvals process, the Planner I will provide assistance to internal staff as well as development clients. The Planner I will prepare staff reports, review development proposals, meet with proponents, make presentations to Council and the public and be involved in formulating planning policies and guidelines.

The ideal candidate will possess the following:

- Post-secondary education in Planning from an institution recognized by the Ontario Professional Planners Institute (OPPI) with 1-2 years of experience delivering in a high intensity development environment, preferably in a municipal role
- Membership in, or eligible for full membership in, the Canadian Institute of Planners (CIP). Working toward designation as a Registered Professional Planner (RPP)
- Demonstrated understanding of the principles of land use planning as they relate to land development projects
- Ability to creatively deliver projects in a timely manner, while staying consistent with policy using initiative, excellent problem solving skills and an advocacy approach
- Excellent interpersonal, conflict resolution, communication, presentation and report writing skills with careful attention to detail
- Proven ability to multi-task and proactively manage competing priorities within a multidisciplinary environment
- Proficiency in Microsoft Office applications, file management, and other related database applications
- Ability to work flexible hours including evenings and weekends as required
- Valid "G" Driver's Licence

The current wage range for this position is \$27.22 to \$28.53 as per Band 9 of CUPE Local 2275's Collective Agreement (compensation currently under review). Compensation also includes a comprehensive benefit package and membership in OMERS. Please forward your application prior to **4:00 pm on March 29, 2019** to [careers@pecounty.on.ca](mailto:careers@pecounty.on.ca).

We thank all candidates for their interest, however, only those selected for an interview will be contacted. We are an equal opportunity employer and support applicants with disabilities. Accommodations are available upon request throughout the recruitment process. Please email your request or call (613) 476-2148 ext. 1042.

The personal information being collected will be used in accordance with *The Municipal Act* and *The Municipal Freedom of Information and Protection of Privacy Act* and shall only be used in the selection of a suitable candidate.