

**EMPLOYMENT OPPORTUNITY
ANDERSON TOWNSHIP, OH
PLANNER I**

Anderson Township, Ohio, seeks qualified applicants for a full-time Planner I position.

Located immediately east of the City of Cincinnati, in Hamilton County, Ohio, Anderson Township is a progressive community of approximately 44,000 residents and consistently ranks as one of the most desirable places to live in Greater Cincinnati. Anderson Township is well known for its initiatives in Greenspace preservation, its Anderson Trails program as well as recent efforts to develop "Downtown Anderson". These physical planning activities and achievements have accompanied many quality of life and event offerings which have created a sense of community and enhanced the Township's character.

The Planner I position will assist the Planning and Zoning Director in land use planning, zoning administration, code enforcement, project management and other duties as assigned. This position will also provide assistance to Department customers at the reception area, on phone calls and through other contact measures. The Planner I will be responsible for development services activities such as processing zoning applications/certificates, conducting zoning inspections, responding to requests for information, providing staff support to zoning related committees, and GIS mapping. This individual will also assist with other activities, including a work-study program that includes ongoing initiatives in the Township.

Applicants must have an understanding of land use planning, strong written and verbal communication skills and knowledge of computer applications related to planning and geographic information systems. Applicants must have at least a bachelor's degree in planning or related field and one (1) year of planning experience or at least three (3) years of experience in a similar position. Prior local government experience is preferred. A Master's degree may substitute for formal planning experience. A valid driver's license is required. The starting salary range for this position is \$43,000 - \$46,000, depending on qualifications, and includes an excellent benefits package.

Interested applicants should submit a cover letter and resume via mail, fax or e-mail by **Monday, September 11, 2017** to:

Anderson Center
Attn: Suzanne Parker
7850 Five Mile Rd.
Cincinnati, OH 45230

Fax: 513-231-2967

E-Mail: sparker@andersontownship.org