

**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 including developing "Downtown Anderson", enhancing its Riverfront Entertainment District, and implementing the Township's recently approved Public Art Plan. 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, and code enforcement, while also being provided the opportunity work independently and with Township and community teams to introduce and/or advance community initiatives. 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, fostering the efforts of volunteer committees, geographic information systems (GIS) mapping, and a variety of other opportunities.

Applicants must have an understanding of land use planning, strong written and verbal communication skills and knowledge of computer applications related to planning and GIS. Applicants must already have at least a bachelor's degree in planning or a related field or be within three months of completing such a degree. Applicants should have at least one (1) year of planning experience (including internships) 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 pay range for this position is \$22 to \$26/hour, depending on qualifications, and includes an excellent benefits package, paid time off, paid holidays, a flexible/hybrid work schedule and tuition assistance/professional development.

Cover letters and resumes should be submitted to the attention of Suzanne Parker, at one of the following:

U.S. Mail: Anderson Center
 7850 Five Mile Rd.
 Anderson Township, OH 45230

E-Mail: sparker@andersontownshipoh.gov