

PLANNER II

GENERAL FUNCTIONS

Performs advanced professional work related to variety of planning assignments. Typically reports to the Senior Planner or Planning Manager.

TYPICAL FUNCTIONS: *The following statements are intended to describe the general nature and level of work being performed and are not to be construed as an exhaustive list of all responsibilities.*

Elevated level of required duties and responsibilities as compared with the Planner I.

Manages complex planning studies, development applications and reviews estimate proposals.

Provides professional planning assistance to project team members on varied levels.

Presents reports and other findings to staff and serves as liaison to other departments.

May supervise more junior planners within the organization.

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

Moderate knowledge of the principles, practices and techniques of planning. Well-developed knowledge of one or more planning disciplines, such as structural, pipe, electrical, etc. Knowledge of principles, methodology, practices of data collection.

DESIRABLE EDUCATION, EXPERIENCE & TRAINING

Minimum of a high school diploma or equivalent required. Associate's Degree in Business Management or a closely related field is preferred. Minimum of three (3) years experience in the planning profession or a related field. Supervisory experience a plus.