

St. Lawrence County Government
Position Advertisement Form

St. Lawrence County Planning Office is in search of:

Planner I

Salary: \$54,214 with excellent benefits as described below

Benefits: Generous vacation and sick time allowance, Public Service Loan Forgiveness eligibility and the option to enroll in the St. Lawrence County's health insurance or opt out of the insurance and receive a buyout in the amount of \$2,000 for single coverage or \$4,000 for family

Duties of the position: This is the beginning level of professional planning work involving responsibilities to perform limited office and field assignments in connection with municipal, regional or community planning projects. Responsibilities include collecting and analyzing data, preparing charts and other graphic materials and assisting with community planning projects and programs. The work is closely reviewed and is performed under direct supervision of a higher level Planner or the Director of Planning, but incumbents are allowed to work under more general supervision as they increase in professional competence. The incumbent does related work as required.

MINIMUM QUALIFICATION: Either:

- (A) Possession of a Bachelor's degree in Planning, Geography, Environmental Studies or Public Administration or, a closely related degree with a concentration or minor in planning or community development; **OR**
- (B) Possession of a Bachelor's Degree in another field and at least one year of experience in municipal, community or regional planning.

Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside of the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

Additional Employment Information: This position is currently being filled under the HELP Program and will not require an examination at this time.

Applications accepted until the position is filled.

You can apply online at <https://stlaw-portal.mycivilservice.com>

Applications can also be obtained from the St. Lawrence County's website,
<https://stlawco.gov/Departments/HumanResources> or by contacting Human Resources
(315)379-2210.

Send application to:

St. Lawrence County Human Resources Office
48 Court Street
Canton, NY 13617
EEO

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