



Be a part of something great!

PLANNING TECHNICIAN

Temporary Full-Time

(from approx. December 3, 2018 to approx. November 29, 2019)
(one position total from 18-U148 and 18-U149)

Competition File #: 18-U148

Web Site: tol.ca

Join a “Community of Communities” – the Township of Langley, home to over 123,000 residents, is committed to providing progressive business, housing, and recreational opportunities, while balancing its unique mix of urban growth and rural beauty. A truly fun and beautiful place to work, the Township of Langley offers competitive salaries; excellent benefit packages; municipal pension plan; employee wellness programs; and, opportunities for professional development and career growth. In Development Planning, we seek to consistently deliver excellent customer service and develop innovative solutions as we support and grow our community.

The Township of Langley is currently recruiting for a temporary full-time (from approx. December 3, 2018 to approx. November 29, 2019) **Planning Technician** to join our team of professionals in the Community Development Division; Development Planning Department.

Reporting to the Manager, Development Planning, this entry level unionized planning position is responsible for assuming a range of duties in the area of development planning including processing development applications and responding to development inquiries. A major component of this role is supporting the work of others in the department through the preparation of maps, graphics, PowerPoint presentations and research. This position offers the opportunity to provide direct customer service, advice and interpretation.

Your education will include a university degree including courses related to planning, civil engineering, geographic information systems, or a directly related field and some related development planning experience. Strong interpersonal, as well as, verbal and written communication skills are essential in this role. Extensive computer familiarity is required with proficiency in visual presentations, database management (including queries), word processing and spreadsheets. Familiarity with ESRI ArcGIS, Microsoft Access, and MS Publisher software would be an asset.

In order to be considered for this position, candidates must have the following valid and current certifications / licenses (must be valid at the time the posting closes) and these **must** be attached with your application. **Applications without the attached required documents below will be deemed incomplete and will not be considered. Please title your attachments with the number of this competition and have these documents ready to upload when you apply:**

- BC Class 5 (full-privilege) driver’s license or equivalent driver’s license for where you reside. You must upload a current **Driver’s Abstract (select the 5 years’ option if obtaining online)** that has been obtained within 6 months of the closing date below with your application. To obtain a copy of your **Driver’s Abstract**, please contact ICBC directly or the driving authority where you reside. Copies or pictures of your driver’s license will **not** be accepted.

The CUPE rate of pay for this position is \$37.23 - \$43.95 per hour (5 steps 2018 rates); \$37.97 - \$44.83 (5 steps, 2019 rates), plus 13% in lieu of benefits. The hours of work are Monday to Friday 8:30am – 4:30pm.

If you wish to pursue this exciting career in a growing community, please visit tol.ca/careers to apply.

The closing date for this competition is by **4:30 pm Monday, November 12, 2018.**

We appreciate all applications; however, only short-listed candidates will be contacted for an interview.