



Associate Planner

The City of Marshfield is seeking qualified applicants for the position of Associate Planner.

POSITION SUMMARY: The purpose of the Associate Planner position is to administer the city zoning ordinances. Serving as the Zoning Administrator for the City, the Associate Planner assists the City Planner and Director with planning and economic development related issues. Ordinance administration includes ordinance interpretation, review of requests for zoning changes, variances, conditional use permits, sign permits, and ordinance enforcement activities. Planning-related duties include assisting the City Planner with short and long-range planning and the Director with economic development projects related to the Comprehensive Plan, boundary agreements, business and industrial park development and various special projects.

POSITION REQUIREMENTS: Bachelor's degree in Urban or Regional Planning with emphasis in land use planning or related field required. Position requires a self-motivated individual with excellent written and oral communication skills; good knowledge of the principles and practices of planning and zoning; strong analytical ability; strong customer service skills; experience in technical report preparation, data collection, public presentations, and software applications. Experience working in municipal government and GIS is desirable.

PAY & BENEFITS: Pay range is \$22.99(Minimum) - \$24.85 (Market Rate). Possible future financial advancement depending upon funding ability by the City. The City offers a full benefits package including health/vision, dental, long term disability, flexible spending accounts, 457 Deferred Compensation Plan, WRS retirement plan.

For application material, please go to ci.marshfield.wi.us/careers

APPLICATION DEADLINE: Friday, June 1, 2018 at 5:00 p.m..

TO APPLY: please submit cover letter, resume, and application to:

City of Marshfield, Human Resources
630 S. Central Avenue, Suite 721
Marshfield, WI 54449

Phone: 715-387-6597
e-mail: hr@ci.marshfield.wi

THE CITY OF MARSHFIELD IS AN EQUAL OPPORTUNITY EMPLOYER