



JOB ANNOUNCEMENT CITY PLANNER

Summary:

The City of Spanish Fort is accepting applications for the position of City Planner. Under guidelines set by policy and at the direction of the Mayor and City Council, the City Planner is responsible for providing professional planning expertise and guidance for the City's future orderly growth and development under the supervision and direction of the Building/Zoning Administrator. Duties and responsibilities include conducting site plan/plat reviews; representing the City before the Planning Commission; preparing Planning Commission agendas and related documentation; reviewing documentation for compliance with ordinances; making recommendations, interpreting ordinances; preparing and/or assisting in preparation of comprehensive plans, drafting amendments to ordinances; providing information to public; administering/maintaining computer system.

Minimum Qualifications: Must possess and maintain a valid Alabama driver's license and be insurable by the City's Insurance Provider. Bachelor's Degree in Urban Planning, Civil Engineering or related field preferred, with three to five years of technical and administrative experience involving municipal engineering, planning and building regulations (or related); or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Candidates must be willing to work overtime and flexible hours including weekends. A full job description is available from the Office of the City Clerk by email at cityclerk@cityofspanishfort.com.

Rate of Pay: Salary to be determined by qualifications and experience. Salary range is \$44,850.54 to \$71,700.32 per year, depending on experience. The City of Spanish Fort offers excellent benefits to full time employees working a minimum of 40 hours per week including: health and dental insurance for the individuals and assistance with family coverage, state retirement, sick and vacation leave, paid holidays, and personal days.

How to Apply: The City of Spanish Fort's application may be found at www.cityofspanishfort.com/jobs or obtained at the Spanish Fort Community Center, located at 7361 Spanish Fort Blvd, Spanish Fort, Alabama 36527, Monday through Friday, 8:00a.m. - 4:30p.m. **APPLICATIONS WILL BE ACCEPTED UNTIL THE POSITION IS FILLED, AND THE POSITION MAY CLOSE WITHOUT NOTICE.**

The City of Spanish Fort is a Drug Free Workplace and all applicants will be subject to drug and alcohol testing in accordance with the ALABAMA DRUG-FREE WORKPLACE POLICY.

**THE CITY OF SPANISH FORT IS AN EQUAL OPPORTUNITY EMPLOYER
AND A PARTICIPANT OF E-VERIFY**