

Township of Langley

Job Title:	Planning Technician (up to 2)
Competition Number:	24-U187
Employment Type:	Regular Full-Time
Pay Rate:	\$44.22 - \$52.21 (5 steps, 2024 rates), plus benefits
Hours of Work:	35 hours per week; Monday to Friday, 8:30am – 4:30pm
Competition Opening Date:	October 31, 2024
Competition Internal Closing Date:	November 8, 2024
Competition External Closing Date:	November 14, 2024

Job Overview

The Township of Langley is currently recruiting for up to two regular full-time **Planning Technician's** to join our team of professionals in the Community and Policy Planning Department. Reporting to the Manager, Community Planning and Major Projects, in this unionized position, you will apply creativity and specialized knowledge in conducting research and analysis, assisting in preparation of community and neighbourhood plans, drafting policies and interpreting bylaws and regulations. This position will appeal to applicants who are committed to building a community that provides a lifestyle that is socially, culturally, economically and environmentally balanced.

Responsibilities

- Coordinate and conduct analysis of commercial, industrial and residential development proposals for conformance to the official community plan, local development objectives, bylaw requirements and related government legislation
- Respond to inquiries and provide information to the public, contractors and developers regarding zoning, land-use and related matters
- Perform a variety of research tasks related to community planning, policy development, and related projects
- Compile and analyze data, perform calculations, estimates and projections, and prepare narrative and statistical reports
- Maintain the geographic information databases, develop database queries and assist in data collection and integration
- Perform related work as required

Qualifications

- University graduation with courses related to Planning, Civil Engineering, Geographic Information Systems or related disciplines and sound related experience, or an equivalent combination of training and experience
- Considerable knowledge of the rules, regulations, policies, bylaws and legislation applicable to subdivision, zoning and land use control
- Sound knowledge of the functions, objectives, practices and principles applicable to municipal planning
- Sound knowledge of research methodology, statistical techniques and of trends and developments in the planning field
- Sound knowledge of software programs and hardware components of the Geographic Information System and programming methods applicable to the work
- Ability to interpret and review development application drawings
- Ability to collect, analyze and interpret statistical and narrative data and submit conclusions and recommendations in reports and graphic presentations
- Ability to communicate effectively with the public and internal/external contacts

Required Certifications/Licenses

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.

- BC Class 5 (full privilege) Driver's License. You must include with your application a current **Personal Driving Record (select the 5-year option if obtaining online)** that has been obtained within 6 months of the closing date. To obtain a copy of your **Personal Driving Record**, please contact ICBC directly or the driving authority where you reside. Please note that a copy of your Driver's License and the Driver Factor Report **will not** be accepted.

Applications without the attached required documents above will be deemed incomplete and may not be considered. Please title your attachments with the number of this competition and have these documents ready to upload when you apply.

Apply Now

Visit tol.ca/careers to apply for this exciting career opportunity in a growing community. The Township of Langley is an equal opportunity employer.

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