

**COUNTY OF STANLY**  
HUMAN RESOURCE OFFICE  
1000 NORTH FIRST STREET, SUITE 10A  
ALBEMARLE, NORTH CAROLINA  
28001



**JOB ANNOUNCEMENT**

**POSITION:** Planner

**LOCATION:** County of Stanly  
Planning & Zoning Department  
1000 North First Street, Suite 13-B  
Albemarle, NC 28001

**SALARY:** DOQ

**HOURS:** 37.50 hours per week

**JOB SPECIFICATIONS:** An employee in this class is responsible for paraprofessional level planning duties enforcing, land use, subdivision, flood, watershed, zoning, and other ordinances. Work includes assisting customers with land use and zoning regulation interpretations, conducting initial site and plan reviews; analyzing data and drafting reports; researching records and enforcing planning ordinances and policies; and maintaining the GIS mapping and land development standards. Work requires considerable public contact with developers, architects, and the general public. Knowledge of the planning field, judgment and initiative, and tact and courtesy are required in the performance of duties. Work is supervised by the Planning Director and is evaluated based on conferences and review of assignments. Night meetings and a NC license are required. All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment.

**MINIMUM QUALIFICATIONS:** BA Planning, Geography, Business, Engineering, or 2 years Associates degree in Business or equivalent combination of education and experience.

**RECRUITMENT PERIOD:** September 4<sup>th</sup>, 2015 thru September 25<sup>th</sup>, 2015

**APPLICATION PROCESS:** Stanly County employees who are interested in applying for this position may submit an updated resume and application to the Human Resources Office. All other applicants must apply at the Stanly County Workforce Center, 2215 US Hwy 52 North, Albemarle, NC 28001. (704) 982-2183 All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment

Stanly County is an Equal Opportunity Employer