



Joel H. Evans, AICP, PLA
Zoning & Planning Director

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The Charleston County Zoning and Planning Department in Charleston, SC is accepting applications for the position of Planner II.

POSITION: PLANNER II

GRADE: PROF/02

DEPARTMENT: PLANNING

SALARY RANGE: \$ 44,699 - \$ 50,294

This is a professional planning position responsible for assisting customers with the planning and zoning functions of Charleston County. Applicants must be self-motivated, possess an understanding of land use planning and land development processes and design concepts, and exhibit excellent interpersonal relation skills with the ability to convey verbal, written, and graphic communications in a professional manner.

Duties:

Under the direct supervision of the Subdivision and Site Plan Review Administrator this position is responsible for the review and processing of development plans (subdivision, site plans, etc.) for conformity with the zoning ordinance and other technical requirements. The individual must effectively coordinate inter-agency review of applications, communicate with property owners and private sector design professionals, prepare staff reports in a timely manner, and provide presentations to boards and commissions as needed. Other duties include field inspections to certify conformity with plans, code enforcement, process requirements for bonding, use of geographic information system (GIS), participation in the Emergency Operations Center (EOC) when activated, and special projects, as needed.

Requirements:

This position requires a Bachelor's degree in Landscape Architecture, Architecture, Engineering, Planning, or related field supplemented by at least five years of related experience. Applicants must possess knowledge of the provisions and standards applicable to planning and zoning and have familiarity with interpreting development ordinances and effectively analyze development projects and communicate those findings. Preference will be given to those applicants that are professionally licensed or certified (PLA, PE, AICP). Proficiency in Microsoft Office products is required and working knowledge of GIS and Energov software is preferred. A valid South Carolina driver's license is also required.

APPLICATION DEADLINE: OCTOBER 27, 2017

INTERESTED APPLICANTS CAN APPLY ONLINE AT:

<https://jobsweb.charlestoncounty.org/hronline/public/vacancylisting.aspx>