City of Las Vegas
Career Opportunity

Applications are being accepted for a full time **City Planner** for the City of Las Vegas Community Development Department.

Entry Level: $14.61

Nature of Job: The primary function of the employee is to perform technical municipal planning work involving the research, review, analysis and coordination of re-zoning, annexation, and general plan amendment related development requests, as well as architectural and site design analysis. Employee may also develop, update and distribute population statistics and demographic information, and assist with Census-related matters. This employee presents findings and recommendations to administration, staff, the planning and zoning commission, city council, and the public. The employee facilitates the development, implementation of the City's comprehensive master plan; downtown action plan, metropolitan redevelopment area plan and assessment districts. Takes the lead in the development and revisions of the five-year infrastructure capital improvement plans. Performs technical planning functions including research, review, analysis, presentation, and coordination of re-zoning, annexation, general plan amendment, development, use permit, variance, and related applications. Reviews development applications for compliance with the City's comprehensive master plan, development policies, and design codes. Performs site design analysis. (A detailed job description is available at the Human Resource Office.)

Qualifications: Bachelor's Degree in Urban Planning, public Administration, or a related field; and one (1) to three (3) years experience in planning or a related field; or any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work. Valid New Mexico Drivers license and ability to be insured by city's insurance carrier. Must have a minimum of two years professional planning experience or related government activities or equivalent in public administration experience. Public speaking experience or educational equivalent.

Posted: General Public: December 30, 2014 thru January 8, 2015

General Public: Defined as any person interested in the position who meets the qualifications as well as any City employee who did not meet the in-house deadline. An application with all necessary documentation including any pre-employment test must be completed and returned to the Human Resource Division.

Reviewed and approved for publishing by:

Elmer J. Martinez, Acting City Manager

Human Resource Manager