

TOWN OF WENDELL



NORTH CAROLINA

NOTICE

Employment Opportunity

The Town of Wendell (pop. 7261) located 12 miles east of Raleigh has a **Planner 1** position available. The position will provide an opportunity for exposure to a wide variety of planning and community development projects in a small town experiencing unprecedented levels of growth. Work involves processing annexation requests, managing zoning text and map amendments, facilitating quasi-judicial hearings for special use and variance requests, and interpreting codes and ordinances to achieve desired standards. Successful candidates will be expected to perform development review, conduct detailed research and studies, assist citizens and developers with various planning related issues; provide staff assistance to advisory boards, administer the zoning ordinance, and help maintain the town's GIS database. This position involves providing technical guidance to citizen boards and considerable public contact often in sensitive or emotional issues requiring judgement, firmness, and tact. Attendance at night meetings is expected. Work is supervised by the Planning Director.

Education and Experience: Graduation from a graduate program or four-year college or university with a major in planning, public administration, geography, architecture, urban design, or related field and professional experience in planning, or an equivalent combination of education and experience.

Application: available at <http://www.townofwendell.com/government/employment-opportunities> or can be picked up at Town Hall. Submit completed application, cover letter, resume, and salary history to the Town of Wendell, Attn: Human Resources Specialist, 15 E Fourth Street, Wendell, NC 27591. **Applications accepted until position is filled. Application review to begin on 12/19/18.**