

CITY OF HONDO JOB OPPORTUNITY

PLANNER II

The City of Hondo is accepting applications for a full-time Planner II. This position works under the direction of the Public Works Director.

The purpose of this position is to provide technical and administrative support regarding current planning activities, including zoning changes, variances, special exceptions, site plans, platting and subdivisions; providing case management in accordance with policies and procedures established for the development review process. This position also assists in the comprehensive planning activities, including conducting background research and data collection; formulating long-range land use plans, development policies, and special planning studies; and preparing reports and plans. The position will explain basic regulations, programs and plans to assist citizens, developers, engineers and the general public with respect to development in the City of Hondo. A complete job description is available on the City of Hondo website at www.hondo-tx.org.

Applicants must be proficient in Microsoft Word, Excel and Outlook; and must have knowledge necessary to understand intermediate operational, technical, or office processes. Minimum level of knowledge shall be a Bachelor's Degree in Planning or a closely related field with two years increasingly responsible planning experience.

The City of Hondo offers a competitive salary and an excellent benefits package. Interested applicants may obtain an application at the City of Hondo Personnel Office, 1600 Avenue M, Hondo, TX or by visiting the City of Hondo website at www.hondo-tx.org. This position is open until filled. The City of Hondo is an equal opportunity employer.

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