



CATTARAUGUS COUNTY CIVIL SERVICE

303 Court Street * Little Valley, NY 14755 * (716) 938-2281 * FAX (716)938-2759

Julie J. Carr, Personnel Officer

Planner (Provisional)

Informational Posting

Department of Economic Development, Planning & Tourism
303 Court Street
Little Valley, NY 14755

<u>Title</u>	<u>No. Positions</u>	<u>Salary</u>
Planner (Provisional Appointment)*	1	\$25.74 - \$28.54 per hour General Bargaining Unit

The work involves performing studies primarily concerned with physical development and governmental services within Cattaraugus County. The incumbent also does technical drawing for the Planning Department and may participate in other studies of other planning topics. Duties are performed under the direct supervision of the County Planning Director with some leeway allowed for the use of independent judgement in carrying out the details of the work. A Planner does related work as required.

Minimum Qualifications: Either:

A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in planning, landscape architecture, public administration, engineering, environmental studies or closely related field, including or supplemented by successful completion of 3 credit hours in mechanical or engineering drawing or graphics, computer aided design, or related

field; OR

B) Graduation from a regionally accredited or New York State registered college or university with an Associates degree in planning, landscape architecture, public administration, engineering, environmental studies or closely related field, and two (2) years of experience in municipal, community or regional planning which must have included mechanical or engineering drawing or graphics, or computer aided design; OR

C) Graduation from high school or possession of a high school equivalency diploma four (4) years of experience in municipal, community or regional planning which must have included mechanical or engineering drawing or graphics, or computer aided design; OR

D) An equivalent combination of training and experience as defined by the limits of A), B) and C).

***Permanent appointment requires successful competition and placement thru the Civil Service examination process.**

All employees of Cattaraugus County are eligible to join the New York State and Local

Retirement system. Permanent, full time employees have access to a rich Health Insurance plan with Dental and Vision, Teledoc access, tuition reimbursement, and paid time off.

Applications will be accepted up to October 16, 2019; you can apply online, or paper applications may be obtained from the Cattaraugus County Civil Service website at <https://www.cattco.org/human-resources/exam-job-app>. Completed paper applications should be mailed to Cattaraugus County Human Resources, 303 Court Street, Little Valley, NY 14755 and should be received no later than October 16, 2019.

Cattaraugus County is an Equal Opportunity Employer

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