



POSITION VACANCY

TOWN OF EATONVILLE
PART-TIME: **PLANNER I**
DEPARTMENT: Development and Planning Department

SALARY RANGE: \$45,000 - \$55,690

GENERAL DESCRIPTION OF DUTIES: Under the direction of the mayor and/or designee, Chief Administrative Officer (CAO), the Planner will control and direct all Planning Operations. The Planner will oversee development, land use management, site plan review, permitting and licensing, and urban planning programs for the Town. Functions involve responsibility for comprehensive planning, site plan review, development review, administration and enforcement of the Town's Land Development Code, re-development and economic development activities, and coordination of engineering functions. Performs related work as directed. Review Business Tax Receipt Applications. Review all building and permit applications submitted to the Town.

EDUCATION AND EXPERIENCE: master's degree preferred in Planning or a related field study in addition to one year; extensive technical experience in urban development and planning; at least 5 years of experience with a municipal planning agency or an appropriate combination of experience, training, and knowledge may also be considered.

MUST HAVE VALID FLORIDA DRIVER'S LICENSE, and PASS A BACKGROUND CHECK AND DRUG TEST.

POSITION OPEN UNTIL FILLED

Human Resources
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Eatonville, Florida 32751
Or email to: jrobinson@townofeatonville.org