

Job Title: Land Development Planner 14

Position: Land Development Planner 14

Division: Land Development

Department: Saskatoon Land

Term: 1 Temp Full Time position(s) available for approximately 18 months.

Closing Date: 05/13/2022

Labour Group: CUPE 59

Posting: 987

Job Summary

Under supervision of the Land Development Project Manager, Saskatoon Land, this position conducts, market analysis, and assists with professional planning, design, and project management tasks related to Saskatoon Lands land development program.

Duties & Responsibilities

- Use of AutoCAD software for the design of industrial, commercial and residential land, and for use in servicing, marketing and sales documents and for assessing financial implications of land development.
- Assists in the preparation of reports to committees and the public and prepares development proposals and applications for land use approvals and amendments.
- Prepares tenders, participates in selection process of, and directs surveyors for the preparation of subdivision plans, feature plans, survey plans, and land titling.
- Assists in project management for neighbourhood enhancements and other land development projects.
- Researches, analyzes, monitors and formats real estate market data, for use in reports and to mitigate risk in land development planning.
- Assists with the review of plans for conformance with Saskatoon Land's Architectural Guidelines for Multi-Family and Commercial Development. Reviews plans for conformance with Saskatoon Land's single-family development controls and driveway and landscaping incentives,
- Provides professional and technical support to staff.
- Coordinates the work of, and trains, other staff, as required.
- Performs other related duties as assigned.

Qualifications

- Degree in planning or a directly related field.
- Possession of Full Membership in the Canadian Institute of Planners (CIP) and Saskatchewan Professional Planners Institute (SPPI).
- Three years related professional land development planning experience.
- Completion of a recognized AutoCAD class or demonstrated ability in the use of AutoCAD
- Possession of a valid Class 5 Saskatchewan Driver's Licence.
- Current driver's abstract from SGI demonstrating a safe driving record.
- Considerable knowledge of the principles, standards and practices related to urban planning and land development.
- Considerable knowledge of related municipal Bylaws, Provincial legislation and regulations.
- Demonstrated ability to schedule and complete numerous complex tasks within established time frames.
- Demonstrated ability to establish and maintain effective working relationships with fellow staff, clients and the public.
- Demonstrated ability to communicate effectively, orally and in writing.
- Demonstrated ability in the use of AutoCAD software
- Demonstrated ability to collect and analyse data
- Ability to direct and coordinate the work of others.
- Demonstrated skill in the use of related business and planning software.

Requires Security Check

No Security Check Required

Additional Requirements

Evening work is involved.

Weekly Hours: 36.67

Salary Range: \$66,869.52 to \$73,723.92 CAD **per annum** (2022 rates)

Diversity, Equity and Inclusion

The City of Saskatoon offers an inclusive workplace that embraces diverse backgrounds. As an equity partner with the Saskatchewan Human Rights Commission (SHRC), the City commits to diversity, equity and inclusion in our workplaces. By having our workforce reflect the community we serve, we support the realization of miyo-pimatisiwin, (me-o-pi-ma-ti-si-win) “the good life”, for all residents. To learn more about Diversity, Equity and Inclusion at the City, please visit [Saskatoon.ca/diversity](https://saskatoon.ca/diversity)

Accommodation

The City of Saskatoon strives to provide an accessible and inclusive workplace for all, including throughout the application and selection process through reasonable access and accommodations. Should you require accommodation through any stage of the recruitment process, please email talent.acquisition@saskatoon.ca.