



## Junior Project Planner

Full-time Permanent  
Location: Saskatoon, SK

### About Us

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At Associated Engineering, we are passionate about building communities that are vibrant and support economic growth. Sustainability is part of every project we undertake. That is why we have been a carbon neutral company since 2009.

We are a uniquely Canadian, employee-owned company that brings multi-disciplinary perspectives to our clients through our experience and technical involvement. We offer uncompromising service to public and private sector clients across Canada and abroad, providing a broad base of consulting engineering services in the infrastructure, water, transportation, environmental, building, energy, and asset management sectors. Recognizing our excellence and dedication to staff, we have been one of Canada's Best Managed Companies since 2008.

We know it takes dedicated, talented individuals working together to consistently deliver high-quality work and service to our clients. We achieve this by promoting collaboration, investing in our people, and fostering a culture that inspires our people to maximize their potential and think creatively while applying best practices. And we want you to join us!

### Job Description

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We are on the lookout for a talented **Junior Project Planner** to join our team in **Saskatoon**. Your duties will include, but not be limited to:

- Site planning and development feasibility analysis
- Supporting public and stakeholder engagement
- Research and report writing
- Economic, physical, and social analysis
- Drafting policy and regulatory documents
- Subdivision design
- Collaborating with planning, engineering, and environmental colleagues to prepare deliverables
- Preparing and making presentations for both technical and non-technical audiences

- Preparing a variety of statutory plans including Official Community Plans, Municipal Development Plans, and Sector, Neighbourhood, or Area Structure Plans
- Preparing non-statutory plans including concept plans, comprehensive development reviews, and outline plans
- Preparing site plans, and development, discretionary use, and rezoning applications

You will report directly to the Manager, Urban Planning, but will work collaboratively with colleagues throughout the SASK operation. You will also be exposed to public and private sector planning work in communities across Western Canada.

## Job Requirements

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What you will bring:

- Bachelor's degree in Urban Planning or related discipline
- Minimum of 3 years of relevant work experience, in the public or private sector
- Preference will be given to candidates who are Registered Professional Planners licensed to practise in Saskatchewan or Alberta, and/or IAP2 Canada certified
- Experience in site planning and development feasibility analysis
- Experience conducting economic, physical, and social analysis
- Experience drafting policy and regulatory documents
- Experience with subdivision design
- Experience preparing and giving presentations (both technical and non-technical)
- Strong knowledge of land use policy in Saskatchewan
- Strong written communication skills
- Strong oral communication skills; ability to support public/stakeholder engagement
- Team player; ability to work collaboratively with planning, engineering, and environmental colleagues towards shared deliverables
- Self-starter and pro-active; ability to manage own workload, meet project deliverables, and seek out senior colleague support where needed
- Experience with GIS and/or AutoCAD
- Experience with Sketch-up Modelling is an asset
- Possess a valid Class 5 driver's license
- Able and willing to travel throughout Saskatchewan, as well as Alberta and British Columbia on occasion

Everyone has their own unique talents, skills, and background. Even if you don't meet 100% of the qualifications outlined above, let us know why you'd be a great fit for this role!

What we offer:

- Flexible working arrangements, including flex time and remote working options

- Competitive salary and benefits, including health coverage, dental coverage, use of our Employee and Family Assistance Program, and company pension program that matches your contributions
- Culture that promotes accessibility and respect, through our company-wide Diversity and Inclusion Committee, WISER Committee, Accessibility Task Force, and other initiatives
- Culture that promotes sustainability through our numerous local Eco-Action Committees and company-wide Climate Change training
- Ongoing support for your professional development and personal growth through our Mentoring Program, Continuing Professional Development training hours, professional designation support, and Young Professionals Club
- Work environment that focuses on your health, safety, and overall wellness, through our local Wellness Clubs, and annual Fitness Allowance. The safety of our employees is paramount. We are also COR® (Certificate of Recognition) safety certified
- An active Social Club, Book Club, and other social and networking opportunities (including our biennial company-wide Olympics), Lunch-and-Learns, and community volunteer initiatives

We are confident that you will achieve your career and personal goals at Associated Engineering. Learn more about us online here: <https://www.ae.ca/careers>