

San Joaquin County Public Works — Transportation Engineering Division

Is Recruiting For: **ASSOCIATE PLANNER**



Human Resources
44 N. San Joaquin Street
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Recruitment Announcement
0914-RE2002-01 AMENDED

The Department

The Transportation Engineering Division prepares transportation related specific and master plans, reviews private development projects for conformance with Public Works standards and transportation infrastructure plans, commissions traffic studies for applicable development projects; processes environmental compliances for County infrastructure projects; conducts environmental review and planning coordination for outside agency transportation projects.

Vision/Mission

The Mission of the San Joaquin County Department of Public Works is to plan, design, construct, operate and maintain the infrastructure; including public roads, transportation systems, bridges, water, wastewater, drainage and solid waste disposal systems of the County, in order to best serve the interests of the people.

The Position

This position will be involved in various projects including bridge widening, rehabilitation, scour mitigation; road widening, overlay and reconstruction. In the course of working on these projects, the incumbent may interact with County residents, land and property owners, Caltrans, California State University-Stanislaus, Department of Fish and Wild Life, Department of Water Resources, and Air Quality Board as well as other agencies internal and external to the County.

The department is seeking a candidate who possesses experience in environmental compliance work. In addition, an ideal candidate will possess strong verbal and written skills; knowledge of relevant regulations such as CEQA, NEPA, Environmental Permitting, Streambed Alteration Agreements, Permit 401 (Water Quality Permit), Permit 404 (National Corps of Engineers Permit); interpersonal skills; and an ability to build consensus among the various entities involved during a project.



ASSOCIATE PLANNER

Typical Duties

The Associate Planner is a journey-level class and is responsible for performing technical tasks in environmental compliance, research and programming or advanced planning, and may act as a lead worker on a project basis. Typical duties include, but are not limited to:

- ♦ Gathers, selects, compiles and analyzes data, with particular reference too its impact upon existing or future plans.
- ♦ Participates in, or conducts, studies involving the planning aspects of economic, social, geographic or other conditions; tabulates, analyzes and interprets statistical data as necessary to develop meaningful bases for conclusion.
- ♦ Assists the public in interpreting zoning and planning regulations; reviews, analyzes and makes recommendations regarding development projects.
- ♦ Prepares reports presenting information by means of written text or graphic illustration.
- ♦ Plans research projects and develops methodology.
- ♦ Drafts and administers ordinances and regulations pertaining to the County's planning program.
- ♦ May perform as a lead worker on a project basis.
- ♦ May attend Planning Commission and other meetings or conferences and make presentations.

COMPENSATION PACKAGE

Monthly Salary: \$5,115—\$6,216

In addition to the base salary, the County offers an excellent benefit plan which includes a county contribution to health, dental and vision insurance plans. Other benefits offered by the County include:

- ♦ A 457 Deferred Compensation Plan
- ♦ 1937 Retirement Act plan with reciprocity with CALPERS
- ♦ 125 Flex Benefits Plan
- ♦ 12 days sick leave annually with unlimited accumulation
- ♦ 10 days of vacation leave (15 days after 3 years, 20 days after 10 years and 23 days after 20 years)
- ♦ 10 holidays per year

MINIMUM QUALIFICATIONS

EITHER I

Experience: One year as an Assistant Planner in San Joaquin County service.

OR II

Education: Graduation from an accredited college or university with a major in urban or regional planning, environmental studies, architecture, architectural engineering, landscape architecture, geography, public administration, sociology, economics, ecology or a related field.

Experience: One year of professional experience in urban or regional planning.

Substitution: A Master's Degree in urban or regional planning may substitute for the required experience.

APPLICATION SUBMITTAL AND SELECTION PROCEDURES

The competitive process includes submittal of completed San Joaquin County Employment Application and responses to Supplemental Questions. Resumes will not be accepted in lieu of the required application materials. Completed application package must be must be postmarked or received online by the **Final Filing Date: October 3, 2014.**

Apply online at www.sjgov.org/hr or submit application to San Joaquin County Human Resources, 44 N. San Joaquin Street, Suite 330, Stockton, CA 95202

All applications will be reviewed for qualifications. Qualified applicants may be invited to participate in an oral examination interview, with top scoring candidates being referred to the Public Works Department for selection processes.



ASSOCIATE PLANNER

SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. When answering descriptions of your experience, please include the name of employer, dates of employment, and your job title.

1. A Bachelor's degree from an **accredited** college or university is required to qualify.
Do you possess a Bachelor's degree? ____ Yes ____ No
Major: _____
College/University: _____

2. Please describe your professional experience in urban or regional planning.

SUBSTITUTION

3. Do you possess a Master's degree from an accredited college or university? ____ Yes ____ No
Major: _____
College/University: _____

*Note: The Master's degree substitutes for **all** of the required qualifying experience.*

*Please note that the responses to the following will not be used in the determination of your qualifications for this position. **If you have no experience to the following, please write or type "none."***

4. Please describe any environmental compliance experience you possess.
5. Please describe your experience which required knowledge of the following:
 - a. California Environmental Quality Act (CEQA)
 - a. National Environmental Protection Act (NEPA)