



ASSISTANT PLANNER

City of Malibu, California

Salary: \$72,664-\$94,810 annually (plus excellent benefits)

Full-time position (subject to probation)

Under direct or general supervision, performs a variety of professional and technical routine to complex activities in the field of current and advance planning, including review of development and land use applications, zoning, site plan and environmental review; may serve as project manager for development applications; completes technical assessments, prepares written project analyses and provides professional advice and assistance to the public on planning, community development, zoning, permits and environmental review; assists with and completes preparation of City Ordinances; and performs related work as required.

Ideal Candidate: The ideal candidate has knowledge of land use planning laws and practices, development and zoning administration, and California local government and coastal planning. Knowledge of site planning and architectural design principles, and the California Environmental Quality Act (CEQA) are required. Has the ability to conduct research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports, interpret planning and zoning programs to the general public, and prepare clear and concise reports and other written materials. The ability to effectively interact with the public in a positive and helpful manner and to handle multiple projects while working comfortably in a fast-paced team environment are critical. Skill in Microsoft programs is required; optional skills include ArcView (GIS), Adobe Acrobat, InDesign, Photoshop and/or Google SketchUP.

Minimum Qualifications Required: Graduation from an accredited four-year college or university with major coursework in urban planning, community development, business or public administration or a related field and one (1) year of professional experience in planning, zoning, and related community development activities. Possession of a master's degree in either city planning or public administration with emphasis in city planning and certification by the American Institute of Certified Planners (AICP) are highly desirable. Must possess a valid California class C driver license and have a satisfactory driving record.

Applicants must submit a completed online City Employment Application and Resume. Applications will be accepted on a continuous basis until the position is filled. Resumes will not be accepted in lieu of a City Employment Application. Visit MalibuCity.org/jobs for more information about this position, benefits, and to apply online. EOE/ADA

Application Deadline: Open Until Filled