

## JOB OPENING

<b>JOB TITLE:</b>	<b>Staff Planner II</b>
<b>OPENING DATE:</b>	Friday, January 31, 2025
<b>CLOSING DATE:</b>	<b>Open Until Filled</b>
<b>DEPARTMENT/DIVISION:</b>	Planning and Community Development
<b>EMPLOYEE GROUP:</b>	Teamsters
<b>EMPLOYEE STATUS:</b>	Full Time - Regular
<b>START DATE &amp; WORK SCHEDULE:</b>	<b>ASAP Monday - Friday, 8:30 a.m. – 4:30 p.m., with occasional overtime for night meetings</b>
<b>PAY RATE:</b>	\$70,767 - \$80,987
<b>PREVIOUS WORK EXPERIENCE:</b>	Minimum three years in municipal or related private planning work.
<b>EDUCATION:</b>	Bachelor's degree in Urban Planning or related field. Master's degree preferred.
<b>SPECIAL SKILLS &amp; TRAINING:</b>	Basic computer skills in word processing, spreadsheet, and presentation software. Basic Skills in Geographic Information Systems.
<b>BASIC RESPONSIBILITIES:</b>	Under the supervision of the City Planner, perform a diverse range of highly responsible professional administrative tasks to support the Planning Office. Staff liaison to the Historic District Commission, Historic Commission and when needed, the Planning Commission.
<b>HOW TO APPLY:</b>	All candidates must complete a City of Farmington Hills <a href="#">employment application</a> . Applications are located at <a href="http://www.fhgov.com">www.fhgov.com</a> or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents to <a href="mailto:hr@fhgov.com">hr@fhgov.com</a> or in person to the HR Department for consideration. Current employees should submit a letter of interest and resume.

**The City of Farmington Hills is an Equal Opportunity Employer.**

We work hard to enable all employees to succeed and, to that end, we welcome diverse talent and cultivate an inclusive environment that encourages collaboration and creativity. We're committed to building a workforce where people thrive by being themselves and are inspired to do their best work every day.