



EMPLOYMENT OPPORTUNITY PLANNER

The Municipality of Mississippi Mills is seeking applications from qualified individuals for the position of Planner. This position is permanent full-time for 40 hours at an annual salary of \$68,224.64 to \$83,865.48 (2021) plus signing bonus, professional development opportunities and comprehensive benefits package.

Reporting to the Senior Planner, the Planner is responsible for assisting in the coordination and processing of planning and development applications under the Planning Act and municipal legislation including the preparation of reports and recommendations, site plan inspections, and serves as the primary contact for day-to-day planning inquiries. Under mentorship, the Planner will contribute to the long-term community growth through research projects and comprehensive studies.

The ideal candidate will have a university degree in a planning related field, two to three years of progressive planning experience, membership with the Ontario Professional Planners Institute, knowledge of principles and practices of land use planning policies and legislation, strong analytical, organizational, and problem-solving skills.

For a detailed job description, please check the Mississippi Mills website under Jobs at www.mississippimills.ca/en/municipal-hall/jobs.aspx

Qualified candidates are invited to submit a detailed resume and cover letter in confidence to mknight@mississippimills.ca. Email subject line should include your last name and position you're applying for (Plan) no later than **12 o'clock noon on Monday, November 22, 2021**.

We thank all applicants for their interest but advise only those applicants selected for an interview will be contacted.

The Municipality of Mississippi Mills is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If contacted for an interview, please advise of any measures you feel you need to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of selecting a candidate.