**Oakley City Now Hiring Part Time City Planner**

**Qualifications:**

* Bachelor’s degree in an accredited college or university, or certification is preferred

**Job Responsibilities:**

* Aide in all aspects of city planning including:
  + Zoning and enforcement of city codes
  + Preparing Planning Commission agendas
  + Staff reports for Planning Commission and City Council
  + Assist Planning Commission, City Council and City Staff
  + Work with Developers on all land use applications such as subdivisions, annexations, and commercial development
  + Approve all building permits, sign permits and business licenses as per city code
  + Write enforcement letters, approve special events, assist Office Staff as needed and other duties as assigned

**Salary**

* Based on an average of 20 hours per week
* Salary will be negotiable based on experience

**To Apply:**

* Submit a formal Resume to [konni@oakleycity.com](mailto:konni@oakleycity.com) or [woolstenhulmewade@gmail.com](mailto:woolstenhulmewade@gmail.com)
* Phone Konni Thompson at 435-783-5734
* Mail: at Oakley City P.O. Box 129 Oakley Utah 84055

**Applications will be accepted until 4:00 PM on April 15, 2019**