**ECONOMIC DEVELOPMENT**

**PLANNING TECHNICIAN**

The City of Jennings is accepting applications for the position of Economic Development Technician. The position of Planning Technician is entry-level paraprofessional work. The Planning Technician devotes a significant amount of time to routine administrative tasks. A Planning Technician often works closely with the public on a regular basis to provide customer service on planning issues. Successful Planning Technicians may be asked to perform professional-level (Planner I) duties of limited complexity as a trainee.

Minimum qualifications include the completion of an associate's degree in urban planning, architecture, construction management, social sciences or related fields. Two years of experience in plans review, zoning administration, building code issuance of surveying is also required. A bachelor's degree is preferred and may substitute for two years of experience. Starting salary $46,437 a year.

Applications are available at Jennings City Hall or online at [www.cityofjennings.org](http://www.cityofjennings.org/) *Application and resume* ***MUST*** *be submitted together*. NO RESUMES ACCEPTED WITHOUT COMPLETION OF OUR APPLICATION! Completed applications with resumes may be delivered to City Hall, mailed, emailed to HR@cityofjennings.org or faxed to 314-388-3999. Applications accepted until the position is filled.