



We invite applications for the position of:
ASSISTANT/ASSOCIATE PLANNER
(LIMITED-PERIOD*)

Assistant Planner - \$88,099 to \$103,646 Annually**

Associate Planner - \$97,251 to \$114,413 Annually**

Plus a comprehensive benefits package

Why Consider The City of Mountain View?

It's simple. We are a **passionate team of professionals committed** to providing **excellent service** to the **community** we serve, and we want you to join us! When you become part of the City of Mountain View family, you will find this is not just a J-O-B, it is a way of life for those who seek a mission-oriented culture.

About This Role

We are seeking a highly motivated, highly skilled, innovative, enthusiastic, and collaborative individual to join the Planning Division of the Community Development Department. The Planning Division is a tight-knit team who focuses on producing results in innovative planning projects, both current and advanced. Here is an exciting opportunity for a highly qualified professional to join a great organization and make valuable contributions. The detailed job description is available on the City's website [here](#).

What You Bring

Assistant Planner

- One year of professional planning, housing, or closely related experience.
- Equivalent to a bachelor's degree from an accredited college or university with major course work in housing, urban planning, or a closely related field.
- A master's degree in a directly related field may be substituted for six months of the required experience.
- Possession of, or ability to obtain, a valid California Driver License.

Associate Planner

- Two years of increasingly responsible professional experience similar to Assistant Planner in the City of Mountain View.
- Equivalent to a bachelor's degree from an accredited college or university with major course work in housing, urban planning, or a closely related field.
- Possession of, or ability to obtain, a valid California Driver License.
- **Bonus Points:** A master's degree in urban planning or a directly related field.

Who You Are

- A clear, **strategic thinker** with strong project management skills.
- **Passionate** about striving to improve the Mountain View community.
- **Collaborative**, both with co-workers and with stakeholders.
- Adept at **managing multiple priorities** in order to meet targeted deadlines.
- **Reliable** and **flexible** in a fast-paced work environment.
- An **experienced professional** with top-notch public speaking skills.

What You'll Do

- Perform professional level work in the fields of current and advance planning.
- Manage routine to complex development projects including mixed-use, commercial, office, and residential.
- Research and prepare simple to complex reports and documents regarding advance planning policy topics, including General Plan and Precise Plan amendments; rezoning requests; and creating new precise plans.
- Perform site visits relating to new development applications, building construction, and code enforcement
- Assist or serve as a project manager for long range and current planning projects, including managing project schedules, coordinating and building effective working relationships with other City departments and outside agencies, and managing consultants.
- Contribute to improvements in planning procedures and related information systems.

What We Offer

- *Benefits:* Comprehensive benefits package including generous paid leave and group health coverage
- *Retirement:* CalPERS retirement (2.7% at 55 formula for classic members; 2% at 62 for new members); employees contribute 11.5% for classic members; 10.5% for new members to CalPERS with no Social Security deduction

- *Wellness:* Wellness minded culture including access to an onsite employee gym and incentive pay for participating in the City's wellness program; up to \$100/month City contribution for mass transit expenses, with \$10/month minimum employee contribution; discounts for carpools and ride-shares; a bicycle commute incentive; and, following an initial training period for new employees and department head approval, the ability to work a 9/80 schedule or work remotely one day per week
- *Employee Appreciation:* Employee appreciation days and activities
- *Educational Incentives:* Opportunity to utilize \$2,000 in tuition reimbursement for education advancement annually, with an additional one time opportunity for up to \$20,000 for the completion of a work related Bachelor's or Master's degree or approved leadership programs
- *Career Development and Technology Stipend:* Professional Development Funds - \$800.00 annually

Are You Ready? Apply.

Submit your application and resume online at www.calopps.org or to the Human Resources Division, City of Mountain View, 500 Castro Street, Mountain View, CA 94041, (650) 903-6309. **Please provide a valid email address on your application.** Application materials will be screened on a continuous basis with a first application review date of Friday, October 4, 2019. The most appropriately qualified candidates will be invited to an oral board interview (weighted 100%), tentatively scheduled for the week of October 21, 2019. Depending on the number of applicants this process may be altered. Qualified candidates are encouraged to apply early!

Fine Print.

*Limited-period positions are currently approved through June 30, 2020 with potential for renewal on a year to year basis with Council approval.

**Incentive pay beyond the posted salary range may be awarded by the City Manager for meritorious performance.

Candidates with a disability who may require special assistance in any phase of the application or testing process should advise the Human Resources Division upon submittal of application. Documentation of the need for accommodation must accompany the request. The City of Mountain View is an Equal Opportunity Employer (EOE).

Prior to hire, candidates will be required to successfully complete a preemployment process, including employment verification and a Department of Justice (DOJ) fingerprint check. A conviction history will not necessarily disqualify an applicant from appointment; however, failure to disclose a conviction will result in disqualification or termination.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract, and any provisions contained in this bulletin may be modified or revoked without notice.