

# NOTICE OF VACANCY

**DEPARTMENT:** Planning  
**TITLE:** Senior Planner  
**GRADE/SALARY:** 30W - \$45,276 (2020) plus Excellent Benefits  
30W - \$45,955 (2021) plus Excellent Benefits

## **THIS IS A TESTED CIVIL SERVICE POSITION.**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a supervisory position, involving responsibility for overseeing the preparation of plans, proposals and research reports, and directing the collection, tabulation and analysis of data required for such reports. The work may also involve a considerable amount of public contact with town and village officials concerning projects in their jurisdictions, and with professional and civic organizations explaining the objectives, techniques and implications of planning. The incumbent performs related work as needed.

**MINIMUM QUALIFICATIONS:** Candidates must meet the minimum qualifications at time of application. Either:

- (A) Possession of a Master's Degree in city, regional, or urban planning from a regionally accredited or New York State registered college or university **AND** one (1) year of experience in regional, county or municipal planning\*; **OR**
- (B) Possession of a Master's Degree in geography, architecture, landscape architecture, civil or environmental engineering, environmental planning, or a field related to planning, from a regionally accredited or New York State registered college or university **AND** two (2) years of experience as outlined in (A) above; **OR**
- (C) Graduation from a regionally accredited or New York State registered four (4) year college or university with a Bachelor's Degree in city, regional or urban planning **AND** two (2) years of experience as outlined in (A) above; **OR**
- (D) Graduation from a regionally accredited or New York State registered four (4) year college or university with a Bachelor's Degree in geography, architecture, landscape architecture, civil or environmental engineering, environmental planning, or a field related to planning, **AND** three (3) years of experience as outlined in (A) above.

**\*Planning** - activities that include the following: the preparation of plans or proposals and research reports or the collection, tabulation and analysis of data or the conducting of special studies and reports or developing proposals and preparing grant applications in the fields of transportation, human services, municipal land use, or environmental planning.

**NOTES:** Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.

**TO APPLY ONLINE GO TO:** <https://oneida-portal.mycivilservice.com/>

**PAPER APPLICATIONS MAY BE PICKED UP IN THE PERSONNEL DEPARTMENT ON THE 6<sup>TH</sup> FL OF THE ONEIDA COUNTY OFFICE BUILDING AND MAILED OR HAND-DELIVERED TO:**

Oneida County Department of Personnel  
800 Park Avenue  
Utica, New York 13501

You may also request a paper application be mailed to you by calling 315-798-5726.

**APPLICATIONS MUST BE RECEIVED NO LATER THAN:** January 2, 2021

**\*\*Oneida County is an equal opportunity employer\*\***

12/11/2020