



# ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

**DEPARTMENT:** Planning

**CIVIL SERVICE TITLE:** Principal Planner (NYHELP Program)

**CLASSIFICATION TYPE:** Non-Competitive

**SALARY (GRADE):** \$68,158 (35W) Plus Excellent Benefits

**APPLICATION DEADLINE:** April 30, 2025

**APPLY ONLINE\*:** <https://oneida-portal.mycivilservice.com/post/jobopps>



**DISTINGUISHING FEATURES OF THE CLASS:** This is professional and administrative work involving responsibility for planning, organizing, and supervising the activities of the department of Planning. The work includes promoting, encouraging, and coordinating business, industrial, recreational, commercial, and economic development of the Commissioner of Planning. Supervision is exercised over the work of technical, professional, and clerical assistants for assignments and review of work. The incumbent performs related work as required.

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

- (A) Possession of Master's Degree in city, regional or urban planning from a regionally accredited or New York State registered college or university **AND** four (4) years of professional planning experience\*, two (2) years of which shall have been in a supervisory capacity;
- (B) Possession of Master's Degree in planning, architecture, landscape architecture, environmental science, engineering, sociology, public administration, geography, natural resources, criminal justice, statistics or a closely related field **AND** five (5) years of professional planning experience\*, two (2) years of which shall have been in a supervisory capacity; **OR**
- (C) Possession of Bachelor's Degree in city, regional or urban planning **AND** five (5) years of professional planning experience\*, two (2) years of which shall have been in a supervisory capacity; **OR**
- (D) Possession of Bachelor's Degree or higher in planning, architecture, landscape architecture, environmental science, engineering, sociology, public administration, geography, natural resources, criminal justice, statistics or a closely related field **AND** six (6) years of professional planning experience\*, two (2) years of which shall have been in a supervisory capacity.

**\*Professional planning experience** - Teaching the subjects of land use planning, urban planning, economic development, environmental design, planning workshops, planning studios, community planning studios, transportation planning, sociology, civil engineering, human services, and similar courses in a collegiate setting is also considered qualifying experience.

**NOTES:**

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

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

\*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6<sup>th</sup> Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

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