



# ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

**DEPARTMENT:** Planning

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

**CLASSIFICATION TYPE:** Non-Competitive

**SALARY (GRADE):** \$52,086 (27W) Plus Excellent Benefits

**APPLICATION DEADLINE:** April 30, 2025

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



**DISTINGUISHING FEATURES OF THE CLASS:** Employees in this class are responsible for specific phases of moderately difficult planning projects or may oversee a major phase of a more complex study. Projects involve community planning on a municipal, county, metropolitan, or regional basis. Duties are performed under the general direction of a Senior Planner or a Principal Planner in county service or under the direction of the Department of Planning & Zoning in the town. The Planning Board may give advice to the Planner relative to mandates and requirements of all laws pertaining to planning and zoning within the town. 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; **OR**
- (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** one (1) year of professional planning experience\*; **OR**
- (C) Possession of Bachelor's Degree in city, regional or urban planning **AND** one (1) year of professional planning experience\*; **OR**
- (D) Possession of Bachelor'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** two (2) years of professional planning experience\*.

**\*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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