

**CITY OF CRANSTON, RHODE ISLAND
ANNOUNCES AN OPEN PROMOTIONAL AND COMPETITIVE
CIVIL SERVICE EXAMINATION FOR:
PRINCIPAL PLANNER (Assistant Director / Planner III)**

Salary Range: Minimum: \$62,717.20 Maximum: \$79,079

Applications must be filed on or before 4:30 PM, April 27, 2018 in the Office of the Personnel Director, Room 107, Cranston City Hall, 869 Park Avenue, Cranston, RI, 02910. Applications are available in the Office of the Personnel Director and on the Personnel webpage at: www.cranstonri.com. Time and location of the testing stages to be announced.

Distinguishing Characteristics of Class:

Professional city planning work in connection with community and urban planning graduate programs. Work involves the application of professional planning knowledge, skills and experience to a wide range of municipal planning issues. Supervision is exercised over subordinate employees and acts as the assistant to the Planning Director.

Illustrative Examples of Work / Duties:

The successful candidate shall be required to perform the following tasks:

- Conducts professional work in relation to demographics, land use regulation, zoning, subdivision, site plan analysis and review, comprehensive planning, sustainability and capital budgeting.
- Prepares grant applications and is responsible for grant administration and grant management. Compiles reports in connection with such studies and provides findings to the Planning Director and City Plan Commission.
- Directs technical work of subordinates and assisting in special projects.
- Assists with public service aspects of employment in the City Planning Department.

Preference:

Honorably discharged active duty war veterans who have received a passing final grade of 70% shall have five (5) points added to their final grade and disabled active duty war veterans shall have (10) points added to their final grade.

In order to receive credit for veteran's preference, an honorably discharged active duty war veteran must furnish his/her DD 214. A disabled active duty war veteran must submit proof that he/she has been classified as "disabled" by the Veterans' Administration. The DD 214 and proof of disability classification must be submitted at the time of the written examination.

Veterans' dates for active duty war veterans are as follows:

December 7, 1941 - December 31, 1946

June 27, 1950 - January 31, 1955

July 1, 1958 - January 1, 1959

August 5, 1964 - May 7, 1975

August 20, 1982 - December 31, 1987

December 20, 1989 - January 31, 1990

August 2, 1990 - May 1, 1994

September 18, 2001 - A period prescribed by law, an Act of Congress or Presidential Proclamation.

October 16, 2002 - A period prescribed by law, an Act of Congress or Presidential Proclamation.

This definition shall be further defined as "any person who honorably served in the armed forces in any conflict or undeclared war for which a campaign ribbon or expeditionary medal was earned and who was honorably discharged from the service."

Examination:

An oral examination shall be administered by an outside panel of expert planning professionals. The weight of this examination shall be 100% and the minimum passing grade shall be 70%.

Desirable Computer Knowledge:

Microsoft Windows and Standard MS Office software package, ArcGIS, Adobe Creative Suite

Qualifications:

Qualified applicants shall have the ability to:

- Organize and distill complex planning research, draw logical inferences, and summarize results;
- Present findings before the general public in a concise oral and written format;
- Plan, assign, and supervise the work of subordinates, and to work as a team on specific projects;
- Make critical analysis of proposed planning projects, the merits of their design and function;
- Build and maintain professional relationships within all city departments;
- Provide quantitative /qualitative studies within the City;
- Conduct neighborhood surveys and address on-going housing needs;
- Provide professional knowledge of the principals and practices of city and regional planning, transportation planning, architecture, landscape architecture and planning law.

Required Experience and Training

Masters Degree in Planning (Community, Town, City/Urban, Regional) from an accredited college or university with a minimum five years of professional, progressive, planning experience.