

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

TEL: 603-624-6543 (VOICE/TTY)

FAX: 603-628-6065

WEB SITE: www.ManchesterNH.gov



PLANNER II – GRANT FUNDED

(Announcement Number R-73-15)

Grade 19

Salary Range: \$48,888.98 – \$69,703.99

THE JOB:

Performs professional planning duties in support of the City's goals relative to the Manchester Lead Hazard Reduction Demonstration Grant Program (LHRDGP) within the Planning and Community Development Department. Performs other related duties.

MINIMUM

QUALIFICATIONS:

Graduation from an accredited college or university with a Master's Degree in Urban Planning, Architecture, Public Administration or related; and some experience in municipal planning operations; or two years of additional work experience in municipal planning operations plus a Bachelor's degree may be substituted for the Master's Degree. Experience with HUD programs & knowledge of regulations related to construction and lead hazard control standards preferred. Microsoft Word & Excel experience preferred.

NOTE: Offer of hire conditional on candidate's ability to perform essential job functions, with or without accommodation, as determined by passing a medical exam, including alcohol and drug tests and a thorough background investigation.

APPLICATION PROCEDURES:

Candidates must complete a City of Manchester Employment Application available at the City of Manchester website www.manchesternh.gov/jobs, or in person at the Human Resources Department, City Hall Annex. Submission of a resume is optional.

OPENING DATE:

September 10, 2015

CLOSING DATE: Open until filled

OFFICE HOURS:

Office Hours: Monday through Friday, 8:00 AM to 5:00 PM

**The City of Manchester is an
Equal Employment Opportunity Employer**

*****PLEASE POST*****