



Location: City of Bossier City, Bossier Parish, LA
Agency: Bossier City-Parish Metropolitan Planning Commission
Job Title: Assistant Planner
Salary: Starting salary \$40,000 - \$42,000

The Bossier City-Parish Metropolitan Planning Commission serves the City of Bossier (pop. approx. 63,000) and a five-mile planning limit, which extends outside of the city limits.

Primary duties will include first tier technical plan review of MPC and BOA applications and Residential and Commercial building permits for compliance to zoning regulations. Additional work will include organizing public meetings for the purpose of receiving input from citizens on proposed projects, working with the city's Geographical Information System Department to keep zoning data current within the GIS system and providing technical assistance to the public.

The position requires a Bachelor's Degree in Urban Planning and the ability to work in a public atmosphere.

Preferred job skills include the ability to read metes and bounds descriptions, experience in Arcview GIS, and proficiency with Microsoft Office software.

EOE. Drug-Free Workplace.

Position available early 2017.

AICP Membership: Not Required

Mail Resumes to: Municipal Complex
Bossier City-Parish Metropolitan Planning Commission
C/O Executive Director
620 Benton Road
Bossier City, LA 71111

Fax Resumes to: 318-741-8827

Email resumes to: brownc@bossiercity.org or marsiglias@bossiercity.org

Website: www.bossiercity.org

Resume Submission Deadline: November 1, 2016