



**BOSSIER CITY—PARISH  
METROPOLITAN PLANNING COMMISSION**

PHONE 741-8824 — 620 BENTON RD.  
BOSSIER CITY, LOUISIANA 71111

Location: City of Bossier City, Bossier Parish, LA  
Agency: Bossier City-Parish Metropolitan Planning Commission  
Job Title: Assistant Planner  
Salary: Starting salary Lower 40's.

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 1-2 years Planning experience and the ability to work with the public.

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

To apply, submit a resume to: The Bossier City-Parish Metropolitan Planning Commission, 620 Benton Road, Bossier City, LA 71111. EOE. Drug-Free Workplace.

Position available Spring - 2017

AICP Membership: Not Required

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

Fax Resumes to: 318-741-8827

Email resumes to: [brownc@bossiercity.org](mailto:brownc@bossiercity.org) and [marsiglias@bossiercity.org](mailto:marsiglias@bossiercity.org)

Website: [www.bossiercity.org](http://www.bossiercity.org)