



EMPLOYMENT OPPORTUNITY

PLANNING MANAGER

Monthly Salary \$6,966 - \$8,467 DOQ

The City of Rio Vista is currently accepting applications for the position of **Planning Manager**.

Under administrative direction, plans, manages, oversees, evaluates and participates in a variety of highly complex professional work in current and long range planning, environmental planning; including research and analysis, report writing, plan review, permit coordination, information dissemination; management of consultant contracts and work programs as assigned; coordinates activities with other City officials, departments, outside agencies and organizations; provides responsible and complex staff support to the City Council, City Manager, Department Heads, and various City commissions and committees; performs other related duties as assigned. Assignments often involve a level of complexity and potential sensitivity beyond that which would be assigned to an Associate Planner position. The Planning Manager is a mid-management level class and incumbents are expected to exercise independent responsibility for various types of professional planning, and perform the full range of assigned duties.

Education and/or Experience:

Any combination equivalent to experience and education that has provided the relevant knowledge, skills and abilities necessary for a **Planning Manager**. A typical way to obtain the required qualifications is to possess the equivalent of five years of directly related professional experience in planning and/or affordable housing experience, preferably in a local government agency, and a Bachelor's degree from an accredited college or university in urban planning, architecture, public administration, or a related field. A Master's degree may substitute for one-year experience. Possession of, or the ability to obtain, a valid class C California driver's license.

Compensation & Benefits:

The City of Rio Vista provides an excellent total compensation and benefits package with a 9/80 work schedule. Benefits for this position according to its representation unit, OPEIU, Local 29 Mid-Management Employee, listed below:

- ♦ **Monthly Base Salary:** \$6,966 – \$8,467
- ♦ **Health/Medical Benefits:** Medical through CalPERS, 90% employer paid, employee contributes 10% of the monthly cost of their selected medical plan.
- ♦ **Dental, Vision & Life:** City paid dental, vision and life insurance plans.
- ♦ **Retirement:** The City contracts with California Public Employees' Retirement System (CalPERS), Classic Member: 2% at 55 formula. New Pers Member (PEPRA) 2% at 62 as per AB 340. The City participates in Social Security.

- ♦ **Administrative Leave & Vacation:** 60 hours per year of administrative leave. 12 days paid vacation for the first three years of service, maximum 25 days annually after 20 years of service.
- ♦ **Holidays:** 13 paid holidays and 2 paid floating holidays per year.
- ♦ **Sick Leave:** Accrued at the rate of 8 hours per month.

Detailed benefits information is available on the City's website at www.riovistacity.com under the Human Resources Department menu.

Final filing date:

To be considered for the exciting opportunity, a completed Employment Application must be received by the City. This position will remain open until filled or until a significant number of applicants are received. Interested applicants are encouraged to apply early as this position will close without notice. A City of Rio Vista application may be obtained online at <https://www.riovistacity.com/employment-opportunities/> or at City Hall, located at 1 Main St. in Rio Vista. RESUMES WILL NOT BE ACCEPTED IN LIEU OF COMPLETED APPLICATION BUT MAY BE ATTACHED.

Processing:

All properly completed applications will be reviewed for minimum qualifications and only the most qualified individuals will be invited to continue in the selection process. The selection process may consist of the following components: practical exercise, oral interview and finalist interview. Prospective employee will undergo, and must successfully pass, a background reference check (including fingerprinting), physical examination and drug screen. Must show proof of United States (US) citizenship or authorization to work in the US.

THE CITY OF RIO VISTA IS AN EQUAL OPPORTUNITY EMPLOYER

The information contained in this announcement is subject to change and does not constitute either an expressed or implied contract.