



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta Zurly  
Director

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**TITLE:**                   **SENIOR PLANNER**  
(Provisional\* Appointment)

**SALARY:**               \$71,066 - \$98,372 annually

**LOCATION:**             Monroe County Department of Planning and Development

**JOB SUMMARY:**

This is a professional senior-level supervisory position involving responsibility for program development and planning, assigning, supervising, reviewing, coordinating and undertaking a variety of complex assignments. Work is performed under general supervision of a higher-level employee with wide latitude allowed to exercise independence in performing the work. Supervision is exercised over Planners, Planning Technicians, and/or clerical employees. Does related work as required.

**MINIMUM QUALIFICATIONS:**

EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in urban planning, economics, geography, environmental planning, environmental science, geology, sociology, political science, public administration, landscape architecture, or civil engineering, plus four (4) years paid full time or its part time equivalent experience in various aspects of the planning field including housing, transportation, land use or environmental planning, comprehensive planning, human resource planning, economic planning, planning policy analysis, preparing land use regulations, zoning administration, or site design; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with a Master's degree in urban planning, economics, geography, environmental planning, environmental sciences, geology, sociology, political science, public administration, landscape architecture, civil engineering, or a closely related field, plus three (3) years of professional planning experience as defined in (A).

**NOTE:** Applicants possessing a Master's degree which required two (2) years of graduate level study, including a professional internship, will be credited one (1) year towards the fulfillment of the three (3) years professional experience requirement in (B).

**SPECIAL REQUIREMENTS:**

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

**SPECIAL REQUIREMENTS (continued):**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**ADDITIONAL INFORMATION:**

Monroe County full-time employees will receive a \$1,000 quarterly retention payment each quarter in 2024!

Visit: <https://www.monroecounty.gov/hr-choosemonroe> for more information on our county's generous paid time off, 14 holidays and more.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES  
39 WEST MAIN STREET - ROOM 210  
ROCHESTER, NEW YORK 14614

**Posting Date:** February 12, 2024

**Posting Deadline:** Until filled

\*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.