

## Planner (018002)

---

SHN Engineering & Geologists is seeking **two** full-time **Planners** to provide company-wide planning assistance/coordination based in our Arcata and Redding, California offices. The individuals filling these two positions will provide planning assistance to municipal clients but will also provide support for private development projects. The individuals should have some formal training and/or experience in planning, agency permitting, CEQA/NEPA, and public presentations for both public and private clients.

The ideal candidates will have a background in processing current planning applications with some experience in long-range planning. Applicants should be familiar with CEQA/NEPA from a jurisdictional perspective. They will have good working relationships with local, state and federal agencies, or ability to build such relationships, and familiarity with agency permitting requirements. They will have knowledge and experience researching and applying for grant opportunities, and administration of grants for rural communities. The successful candidates will get along with co-workers and exhibit a willingness to learn and excel in new areas of planning.

Work will be primarily in either the Arcata or Redding offices, but frequent interaction and personal travel to SHN's Corporate office in Eureka, and to regional offices (Willits, CA and Coos Bay, OR) will be required at times.

### Qualifications:

- Must be professional, disciplined, self-motivated, and focused
- Have training and/or experience in planning, agency permitting, CEQA/NEPA, and public presentations
- Possess strong written and oral communication skills
- Demonstrate ability to work in a team setting with other professional and technical staff
- Pay attention to detail and have a reliable work ethic
- Ability to travel up to 20% of normal work hours

### Required Education/Registrations/Certifications and Experience:

- Bachelor's degree from accredited university or college in planning, geography, environmental policy, or related field
- 2 to 5 years relevant experience for mid-level planner position, 5+ for senior planner position
- U.S. citizenship or authorization to work in the U.S. without sponsorship
- Valid California Driver's license by hire date
- Skilled with Microsoft Office Suite and Adobe Acrobat

### Preferred Education and Experience:

- Master's degree from accredited university or college in planning, geography, environmental policy, or related field
- Member of professional planning associations and certifications
- Skilled with GIS and photo-editing (Photoshop) software

**Salary:** This position is hourly, pay is commensurate with experience.

### How to Apply:

Please submit a cover letter and resume that describes your experience to:

Mark Chaney at [mchaney@shn-engr.com](mailto:mchaney@shn-engr.com)

All inquiries will remain confidential. This position is open until filled. SHN is an equal opportunity employer. A reasonable accommodation can be requested for any modification or adjustment to the job or the work environment that will enable a qualified applicant or employee with a disability to perform the essential job functions.