

JOB POSTING

Planner



We are searching for a highly motivated and capable individual to serve as our Planner in the Economic Development and Planning Department. This position will focus on administering the Zoning and Subdivision Control Ordinances, provide direct support for developers and individuals in guiding them through the various steps and procedures for compliance, and serve as staff to Plan Commission and Board of Zoning Appeals.

Applicant Qualifications

- Preferably a minimum of three (3) years' experience in a similar or related role
- Posses the ability to read, comprehend and interpret codes and ordinances and convey such information
- Excellent verbal and written communication skills, good judgement and professional demeanor with the ability to prioritize work and complete tasks with minimal supervision
- Proficient computer and keyboarding skills and the ability to learn and master software systems
- Possess a valid driver's license and the ability to maintain insurability

Wage and Benefit

- Wage Range (2025 Salary Ordinance) - \$25.69 – 33.12 per hour, non-exempt
- Medical, prescription, dental and vision plans
- Life Insurance
- IN Public Employees Retirement (PERF covered position)
- Paid Vacation Time, Personal Time, and Sick Time

Application Process

Application packets are available at City Hall, 210 N Public Square, M-F, 8:00am – 4:30pm OR the Angola Police Department, 202 W. Gilmore St., Angola, IN 46703 - any day, 7:00am – 9:00pm.

Applications will be accepted until the position is filled.

Please direct any questions to: hr@angolain.org

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