



Planning Services Student (Temporary, Full-Time – early May to late August)

Located in the south-central region of B.C., the Regional District of Okanagan-Similkameen covers an area over 10,400 km² and is renowned for its orchards, vineyards and golf courses, as well as its widely varied landscape including deserts, mountains and valleys, and pristine lakes. Outdoor recreational opportunities are endless throughout the Regional District and residents enjoy a wide array of activities all year long.

The Regional District of Okanagan-Similkameen is currently recruiting for a temporary, full-time Planning Services Student.

Working within the Planning Services Department, the Planning Services Student will perform technical planning duties including assisting with the review of development (planning & building) applications, providing customer service to internal and external clients and processing development permits and external agency referral responses. Additional duties may include providing support on various planning projects and public engagement.

QUALIFICATIONS:

- “Student” means an employee who is attending school, college, or university who has just completed their studies or intends to return to school, college, or university in the subsequent academic year.
- Completion of a minimum of first year of a diploma or degree program in a land use planning or related discipline with plans to return to their studies in the Fall of 2022.
- Ability to understand and execute oral and written instructions.
- Experience working with the public and providing customer service.
- Demonstrated computer skills in Microsoft Office products (Word, Excel, Outlook).
- Ability to work independently and efficiently with limited supervision.
- Ability to communicate in a courteous and tactful manner.
- Ability to work on a number of concurrent tasks with deadline pressures.
- Valid BC Driver’s License.

This temporary, full-time position is included in the BCGEU bargaining unit. The hourly wage for the position is \$15.61 plus 14.75% in lieu of all benefits.

Qualified individuals are invited to submit their application in PDF format quoting **Competition No. 22-06E** by **4:00 pm, Monday, February 21, 2022** to:

Human Resources Department
Email: hr@rdos.bc.ca

*We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.
This position is only open to those legally entitled to work in Canada.*