Senior Planner

ROBERT SMITH

Phone: (123) 456 78 99
Email: info@qwikresume.com
Website: www.qwikresume.com
LinkedIn: linkedin.com/qwikresume
Address: 1737 Marshville Road, Alabama.

Objective

An Adaptable, conscientious and hard-working individual with extensive and diverse experience in project management, business management, estimating, contracts and negotiations, scheduling and planning, in residential and commercial construction.

Skills

Written Communication, Public Relations, Research, Meeting Planning.

Work Experience

Senior Planner

Loudoun County Government - June 2007 – May 2019

- Manage complex and often policy precedent-setting legislative land development applications with regional implications.
- Evaluate and process legislative applications, including zoning map amendments, commission permits, special exceptions, and mixed-use planned developments.
- Serve as an advisor to the Board of Supervisors, Planning Commission, and other Board-appointed Committees.
- Prepare concise, accurate, and effective written reports and graphics for Boards and Commissions based upon a thorough knowledge of the Countys Comprehensive Plan.
- Zoning Ordinances, as well as federal, state, and regional land use, environmental, transportation, historic preservation, and unmet housing needs principles, practices, and methodologies.
- Maintains a designated group of master jobs current to all administrative and technical requirements.
- Interfaces with production, supply, technical authority(Engineering), quality assurance(QA) and supervisory personnel at all levels in the execution of work packages.

Senior Planner

ABC Corporation - 2006 – 2007

- Served as Project Manager for Northwest geographical area of the city Responsible for efficient and thorough coordination in the development review and approval of high volume of permits for site plans, subdivision plats and PUD applications between.
- Served as Project Manager responsible for review and approval of Pre-submittals, Pre-applications, Type A Site Plans and Limited Partitions and as Project Planner to the Development Review Committee (DRC) for Type B Site Plans, Subdivisions and Planned Unit Development (PUD).
- Analyzed and evaluated Code compliance for all site plans, subdivision, and PUD applications and made recommendations on approvals, approvals with conditions or denial of applications.
- Researched and issued Land Use Certificate of Compliance (LUCC) and reviewed applications for deviations to the Citys Parking Standards.
- Served as Primary Contact Planner in responding, both written and oral, to information requests or complaints from the general public, members of the development community, consultants, elected officials, and other departments.

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**

- Worked on special projects, through research and compilation of reports, as requested by the Land Use Administrator, Department Director, City Attorneys Office or the Assistant City Managers Office.
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

Ph.D. in History - 2005(University of Memphis - Memphis, TN)

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**