

DEPARTMENT OF COMMUNITY SERVICES

TOWN OF HANOVER

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PHONE

MUNICIPAL INSPECTIONS: (781) 826-6400
JOHN CURTIS LIBRARY: (781) 826-2972
COUNCIL ON AGING: (781) 924-1913
VISITING NURSES: (781) 826-4971



FAX

CONSERVATION: (781) 826-5950
PLANNING: (781) 826-5950
BUILDING: (781) 826-5950
HEALTH: (781) 826-5289

TO: Town's Website, Bulletin Boards at Town Hall, School Department, Library, DPW, Police and Fire Departments

FROM: Anthony Marino
Assistant Town Manager/Director of Community Services

DATE: November 23, 2016

NOTICE OF VACANCY

DEPARTMENT OF MUNICIPAL INSPECTIONS

ASSOCIATE PLANNER – FULL TIME

The Town of Hanover is seeking a full-time Associate Planner to assist the Town Planner in performing professional, technical and administrative work associated with planning/land use controls and provide administrative support to the Planning Board. Candidate must possess knowledge of basic land use concepts such as subdivisions, roadway design, landscape design, and site development. Working knowledge of local zoning bylaws, subdivision rules and regulations, and other applicable Massachusetts state statutes, rules and regulations is required. Work schedule is based upon a 35 hour work week and some night hours for board meetings are to be expected.

Qualifications: A minimum of a four year degree and 2 - 4 years in planning, preferable in the public sector, or related experience or equivalent combination of education and experience. Knowledge of Microsoft Office and GIS required.

The deadline for application is December 9, 2016 at 12:00 p.m. Salary will commensurate with experience. Please submit a cover letter and resume to Ann Lee, Executive Assistant, Town of Hanover, 550 Hanover Street, Hanover, Massachusetts 02339 or e-mail: ann.lee@hanover-ma.gov (posted 11/23/16 exp. 12/9/16).

The Town of Hanover is an Affirmative Action, Equal Opportunity Employer.