

Technical Officer Planning

Position Description

Directorate	Planning	Department	Development Services
Reports To	Coordinator Planning Assessment	Direct Reports	No
Queensland Local Government Industry Award - State 2017 - Stream	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services	City of Moreton Bay EBA6 Certified Agreement 2025 Wage Level	Schedule 1, Level 3

Position Purpose

This position will provide technical support to the planning team in the assessment of development matters relating to the land use impacts of development to meet the needs of the community within the City of Moreton Bay area.

Key Responsibilities and Outcomes

As a Technical Officer Planning and member of the Development Services Department you will:

- Provide technical support into the assessment of development applications relating to the land use and development matters.
- Support the development approval process including levying and recovery of the cost of infrastructure.
- Prepare high quality technical reports, procedures and correspondence to support the development approval process.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.
- Engage proactively with key stakeholders to ensure quality service outcomes are achieved and constructively deal with any customer services enquiries or complaints referred for action.

Our Values

Our values:
guiding how we
work and shaping
our future.



**SEE THE PERSON.
SEE THE CITY.**



**OWN THE SOLUTION.
FOR TODAY AND
TOMORROW.**



**FALL, LEARN, RISE.
TOGETHER
WE GROW.**



**THINK BIGGER.
LET'S GO.**

Decision Making	
<i>Budget</i>	N/A
<i>Delegations</i>	Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience
• Working knowledge and experience in the delivery of planning assessment and compliance services. • Working knowledge in the principles and practices relating to urban design and placemaking. • Awareness of the State Planning Policy, the SEQ Regional Plan, the Planning scheme, and the Adopted Infrastructure Charge Resolution. • Demonstrated experience in applying relevant planning and development legislation and policy.

Qualifications
• General Induction licence (White Card). • Current "C" Class Driver's Licence.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.