

## Planning Technician

Over the last 40 years, **Weston Consulting** has become a leader in land use planning and urban design, serving the public and private sectors throughout the Greater Toronto and Hamilton Area in Ontario. Due to our on-going contribution to the built environment and our commitment to our clients, we are looking to grow our team through the addition of a Planning Technician.

### Core Values

- **Integrity** - Culture of Integrity, Professionalism and Trust
- **Teamwork** - Working Together in a Structure of Accountability, Results and Reward
- **Develop** - Recruit, Develop and Support the Best Talent
- **Engagement** - Giving Back to the Community, the Industry and the Planet
- **Client Focus** - Client Value and Management

At Weston, you will have the opportunity to work within a multi-skilled team on a variety of projects that focus on housing, master plans and secondary plans, commercial and industrial developments, and urban infill. You will undertake research, design, and illustration support on a wide variety of interesting and challenging development projects. These experiences will provide you with countless opportunities to further your objectives for career growth while contributing to the success of the firm.

**Your responsibilities, under the guidance of the Team Lead and other senior staff, will include:**

- Staying informed on planning and urban design practices and software
- Researching current legislation relevant to planning
- Research and report writing for various types of planning and design studies associated with development applications
- Preparing land use planning schedules; aerial photos; contextual mapping and analysis

**You will bring:**

- Some planning, urban design, and/or architectural experience
- Strong organization skills and the ability to work on multiple projects at once to consistently meet deadlines
- The ability to collaborate and communicate effectively with staff, clients, and members of the public
- An understanding of GIS software and an ability to provide technical GIS support

- Proficient knowledge of AutoCAD and/or MicroStation, Adobe InDesign, Illustrator, Photoshop, Sketchup, Microsoft Office Suite and other related products
- Ability to perform site specific analysis that utilizes strategic thinking and problem-solving skills
- An understanding of report structures and the ability to synthesize communication goals for both digital and printed layouts
- Current membership or eligibility for membership in the Canadian Association of Certified Planning Technicians (CACPT) and/or the Ontario Professional Planners Institute (OPPI) would be an asset
- Some planning, urban design, and/or architectural experience
- Ability to travel to off-site locations in a timely and expedient manner. If method of travel is by vehicle, a valid driver's license in good standing is required
- Municipal government experience would be an asset.

At Weston, we support each other as a team, through various company-wide events. We are committed to assisting individuals with personal and professional growth through achieving a work-life balance by offering summer hours, lieu days and flex-time. We provide a competitive salary and benefits package.

We are committed to providing equal opportunities, access to resources and fair treatment of all individuals. All voices, thoughts and ideas hold value and we seek to make sure that they are encouraged and heard. We strive to create a workplace that reflects and celebrates diversity and encourages members of equity-seeking groups to self-identify in their cover letters.

If you require accommodation in order to participate in the hiring process, please let us know of your needs in advance by contacting us directly.

Please submit your cover letter, resume and recent writing sample, in confidence, via email to **Ashley Mannello** at [hr@westonconsulting.com](mailto:hr@westonconsulting.com). Please limit the size of writing samples to 5mb, and list your name and the role you are applying for in the subject line.

We thank all applicants for their interest. However, only those selected for an interview will be contacted.