
Title	Job Description
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Deputy Commissioner of Planning

The Town of Islip is seeking a seasoned Deputy Commissioner of Planning. An employee in this class assists the Commissioner of Planning in the overall administration, planning, and coordination of the programs and operations of the department.

Typical activities include, but are not limited to, assist in the supervision, preparation, and control of the Department's annual budget and fiscal policies; assist in the management of the planning, building and engineering divisions; prepare and update the Town's comprehensive plans, programs, and developmental policies in order to provide orderly growth of the Town.

MINIMUM QUALIFICATIONS

(a) Bachelor's or Master's Degree* (preferred) in Urban or Regional Planning, Architecture, Public Administration, Community Development or related field; (b) Minimum of five (5) years of planning field experience, three (3) years of which must have been in a supervisory capacity; or, (c) an equivalent combination of training and experience.

*SPECIAL NOTE

Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary degree-granting institution.

Salary range from \$95,000 - \$105,000 commensurate with experience

Interested candidates may forward a cover letter and resume to:

Fax (631)224-5771 or email Personnel@townofislip-ny.gov

Contact the Town of Islip Personnel office at (631)224-5520 for additional questions.

The Town of Islip does not discriminate in employment practices because of race, creed, color, national origin, sex, disability, marital status or arrest record.