



Ausable Bayfield Conservation Authority Planning Resources Technician Summer Position - Four Months - May 1 to August 31

Position Description

Position Title: Planning Resources Technician
Position Location: Exeter, Ontario
Job Duration: Four (4) months - May 1 to August 31

The Ausable Bayfield Conservation Authority is taking applications for the summer position of Planning Resources Technician. For general information about the Conservation Authority please refer to www.abca.on.ca

The successful candidate will assist the Water and Planning Supervisor in a variety of tasks relating to water management programs of the Conservation Authority.

The Resources Planning Assistant aids in the review of municipal planning proposals to ensure environmental concerns are addressed. The Assistant also assists with the preparation of material related to clearance letters for property transactions and with site inspections as required by the Authority's Planning & Regulations program.

The Assistant will also be required to perform data entry, research, edit and maintain the Authority's 'Planning & Regulations' database. Duties may also include map generation and summary report preparation. In addition to the required office duties, the successful candidate must be willing to work outdoors and in adverse environmental conditions.

Strong computer skills, including the use of the following software is an asset: Arc View, Excel, Wordperfect /Word.

The successful candidate will also have excellent written and oral communication skills. Use of GPS and survey equipment may be required.

A valid driver's licence is also required.

Apply directly for this position to:

Geoff Cade
Water and Planning Supervisor
Ausable Bayfield Conservation Authority
71108 Morrison Line
R. R. # 3, Exeter, Ontario N0M 1S5
Telephone: 519-235-2610 Fax: 519-235-1963
Email: gcade@abca.on.ca

Application Deadline: April 15, 2008 at 4 p.m. local time

Applicants will be contacted only if an interview is required.

