

**Essential & Desirable Criteria  
Town Planner – Cootamundra**

Please adequately address the essential criteria contained below. Failure to do so may result in your application not being considered.

Should you find the writing space insufficient, you're welcome to add an additional piece of paper to address the criteria.

Name: \_\_\_\_\_ Contact No. \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

**1. Bachelor's degree in Town Planning or related discipline.**

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**2. Minimum four (4) years' experience in Local Government.**

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**3. Demonstrated knowledge of Local Government development assessment and regulatory functions.**

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**4. Proven ability to apply the legislation applicable to this position including, but not limited to, Environmental Planning and Assessment Act, 1979; Local Government Act, 1993; Heritage Act, 1977; Biodiversity Conservation Act, 2016; Protection of the Environment Operations Act, 1997 and relevant subordinate legislation.**

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**5. Highly developed research and analytical skills together with the ability to present the findings in a clear and concise manner.**

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**6. Demonstrated excellent report writing and presentation skills.**

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**7. Proven ability to work in a multidisciplinary team environment and mentor other staff.**

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**8. High level verbal communication skills with the ability to provide professional customer service.**

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**9. Well-developed computer skills and experience in the use of Microsoft Office suite of programs.**

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**10. Current Australian Car Driver's Licence**

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**11. Working knowledge of roles and responsibilities under the WHS Act 2011.**

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**Desirable Criteria**

**1. Demonstrated experience in stakeholder engagement and community consultation.**

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**2. Demonstrated experience in stakeholder engagement and community consultation.**

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**3. Previous experience in progressing planning proposals from inception to gazettal.**

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