



*The City of Coronado is Accepting Applications for the Position of:*

## **Community Development Technician**

**Annual Salary: \$ 49,524-\$63,207**

### **The Department:**

The Community Development Department's mission statement is "To provide administrative and technical service to the public, City Council, Planning Commission, Design Review Commission, Historic Resource Commission, and City staff in support of the planning and building needs of the community; to anticipate changing community needs and opportunities and then facilitate the development of policies, goals and objectives."

Community Development staff strive to be a partner in providing public information to ensure that all contractors, and citizens of Coronado are provided with the information they need to prepare for their construction projects in order to best serve the Community. The department works to make sure it's mission is achieved through the following programs and activities:

- General Plan, Local Coastal Program, and Zoning Code maintenance;
- Land use policy evaluation and development;
- Staff the City's Planning, Design Review, and Historic Resource Commissions;
- Processing of applications for special use permits, variances, coastal permits and parking plans;
- Processing of applications for subdivision maps, lot line adjustment, and lot consolidations;
- Processing of applications for Design Review for commercial and residential development and signs;
- Administer the City's Historic Preservation program, including processing Nominations for Historic Designation, Historic Resource Alteration Permits, Mills Act Agreements, and Determinations of Historic Significance (Notice of Intent to Demolish) Reviews;

- Environmental review of projects in accordance with the California Environmental Quality Act (CEQA);
- Building construction plan check, permit issuance, and inspections;
- Zoning and Building Code enforcement;
- Public information source including archives for planning and building public records;
- Inter-agency coordination and representation on regional committees; and
- Special studies and review of public projects

### **Ideal Candidate:**

The ideal candidate will be a dynamic customer service minded individual with strong interpersonal and communication skills. Knowledge of permit application requirements and procedural steps relative to the construction, alteration and maintenance of private facilities is highly desirable. The ideal candidate will possess a high attention to detail in conjunction with the ability to multi-task in the face of competing job duties while providing an exceptional level of customer service. This person should have strong organization skills, be self-motivated, take initiative and work well as part of a team-oriented department.

Higher education (Bachelor's or Master's Degree) with major coursework in planning, urban studies, engineering, construction technology, or a related field may be substituted for some required experience.

### **What Coronado Has to Offer:**

Rich benefit package including a monthly cafeteria allotment of \$1,562, deferred comp, tuition reimbursement, group term life and short-term and long-term disability coverage, an employee assistance program, and more.

The Retirement Benefit Formula for Classic CalPERS Members is 3 at 60.

The Retirement Benefit Formula for PEPRA CalPERS Member is 2 at 62.

Valuable experience and engaged leadership in a supportive community environment.

Access to community pool and gym, and discounted rates at the Coronado Golf Course.

Up to \$1,000 tuition reimbursement annually, excess expenses may rollover to subsequent years.

### **The Coronado Community:**

Rich in history, natural beauty and a charming ocean village atmosphere, Coronado is most deserving of its royal "nickname" - the Crown City.

Surrounded by the Pacific Ocean, Glorietta Bay and San Diego Bay, this picturesque seaside resort destination is linked to the Southern California coastline and the city of San Diego by the graceful and stately San Diego - Coronado Bridge, and to the south by a narrow strip of land known as the Silver Strand.

This uniquely enchanting city which measures 13.5 square miles, is home to some of the world's most pristine beaches, 18 public parks, an 18-hole golf course, tennis courts, public pool and recreation facilities, as well as dedicated bicycle paths.

This vibrant, thriving community welcomes more than 2 million visitors annually to soak up the sun and the sand while enjoying the lush surroundings and village appeal of Coronado. With 15 hotels, including amongst them three world class resorts, 1,900 hotel rooms, and many highly acclaimed restaurants, this island community has a resident and Navy population of approximately 23,000 as well as a flourishing tourist population. Coronado is also home to Naval Air Station North Island, Coronado (NASNI) Naval Amphibious Base Coronado (NAB) and Silver Strand Training Complex, Coronado, supported by nearly 20,000 military and civilian personnel.

### **Examination & Selection Process:**

For more information, please contact the City of Coronado's Human Resources Division:

1825 Strand Way, Coronado, CA 92118 | (619) 522-7300 | [HR@Coronado.Ca.Us](mailto:HR@Coronado.Ca.Us)

### **Application Review Phase:**

A completed City of Coronado employment application and resume must be received by the Human Resources Division by **5:30 PM PST on Thursday, October 14, 2021**. Applications will be reviewed on the basis of relevant education, training, and experience.

### **Examination Phase:**

Applicants who meet minimum qualifications and considered most qualified will be invited to participate in an oral panel interview (100%).

### **Establishment of Eligibility List:**

Candidates who successfully complete the examination process will be placed on the eligibility list for a period of at least six months. Candidates must obtain a 70% or above in all components of the examination to be considered as having passed. Applicants will be notified via email of their eligibility status.

**Additional Information:**

All appointments are subject to successful completion of a background check and medical examination. The City of Coronado participates in E-Verify; all new employees are required to submit verification of legal right to work in the United States. The City of Coronado is an equal opportunity employer (EOE).