

City of Hesperia

Open/Competitive Opportunity

COMMUNITY DEVELOPMENT TECHNICIAN

\$4,469 - \$5,433 per month

FINAL FILING DATE: WEDNESDAY, JANUARY 25, 2023 AT 5:30 P.M.

***All applicants will be notified of the next step in the recruitment process.
Tentative practical assessment scheduled for Wednesday, February 1 - Thursday, February 2, 2023.
Detailed confirmation and exam instructions will be emailed to all applicants after the final filing date.***

Duties: The Community Development Technician is represented by the Teamsters Local 1932 and performs a variety of technical and related office work associated with the community development and planning permit process including business license issuance and renewal; calculates fees and issues permits; receives and tracks various related applications; assists the public, developers, contractors, architects and land agents at the Community Development counter or via telephone with related permits, building and planning applications; provides information and technical data on planning and business licensing; performs research and analysis of related community development and planning issues.

Qualifications: The equivalent of two (2) years of experience in public works or building inspection or planning agency providing assistance to the public or three (3) years of responsible, related clerical experience or the performance of related work, and a High School diploma or GED with some directly related college level coursework.

Licenses: Possession of, or ability to obtain, a valid class "C" California driver's license

Please visit the Employment page at <http://www.cityofhesperia.us/660/Job-Classifications> to view full job description and expanded list of qualifications.

Fringe Benefits:

- Prior Public Service—CalPERS Formula 2.7% @ 55 (Employee contributes 8% (employee cost) and 1% (cost sharing) of annual salary)
- CalPERS Pension Reform Formula 2% @ 62 (Employee contributes 6.75% (normal cost) of annual salary)
- Health Benefits – up to \$1,450 per month toward medical, dental and vision insurance
- City paid
 - Employee Only Premium for Dental Insurance
 - Employee Only Premium for Vision Insurance
 - Life Insurance (\$30,000 city paid)
- Short-Term and Long-Term Disability Insurance participation required
- Vacation (80 hours accrued during first year)
- 12 paid holidays
- Sick leave (96 hours per year)
- 457 (b) Deferred Compensation Program available
- IRS 125 Plan Flexible Spending Accounts available
- Employee Assistance Program available
- Tuition Reimbursement Program (Up to \$3,000 a fiscal year available for eligible employees).
- The City *does not* participate in the Social Security program, except for the mandatory 1.45% Medicare Contribution



To Apply: Interested applicants are required to submit a City application. All applications will be screened and invited to compete further in the selection process. Individuals with disabilities requiring any accommodation, in order to participate in the testing process, must inform the Human Resources Division of the City of Hesperia in writing no later than the final filing date as stated on the job flyer. Based on the qualifications from this recruitment's applicant pool, the City will exercise its discretion to determine the weight of testing (100%, pass/fail, or a conversion 40%-60%). Testing may include a written, interview, and/or assessment examination. Applicants will receive notification regarding recruitment status within two (2) weeks of final filing date.

To be considered for City employment, applications must be submitted using the online employment application system. This application can be accessed from the City's website at <http://www.cityofhesperia.us/266/Employment-Opportunities>.

City of Hesperia

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