



State of New Jersey  
DEPARTMENT OF COMMUNITY AFFAIRS

**POSTING NUMBER:** HR25-0012

**ISSUE DATE:** 1/13/2025

**TITLE:** Principal Planner (Unclassified)

**CLOSING DATE:** 2/13/2025

**DIVISION / OFFICE / UNIT:** Local Planning Services

**LOCATION:** 101 South Broad Street, Trenton, NJ 08625

**SALARY RANGE:** R26 \$78,024.71 - \$111,000.80

**NUMBER OF POSITIONS:** 1

**OPEN TO:** General Public and/or State Employees

**DESCRIPTION OF MAJOR DUTIES:**

Under the direction of a Supervising Planner or other supervisor in a State or local government agency, performs and/or supervises the more complex technical planning work for the development of municipal master plans and /or master plan elements, master plan reexamination reports, economic development plans, redevelopment plans, zoning ordinances, GIS mapping projects, demographic analyses and other related work as required. Serves a supervising Project Team Lead on assigned municipal planning projects, taking the lead role in producing land use, redevelopment, and economic development planning studies; performs highly complex technical aspects of land use analysis and planning work tasks. Valid license as a Certified Planner in New Jersey issued by the New Jersey Board of Professional Planners preferred.

**REQUIREMENTS**

*(APPLICANTS MUST MEET ALL REQUIREMENTS LISTED BELOW)*

**EDUCATION/EXPERIENCE:** EDUCATION/EXPERIENCE: Applicants must meet one of the following or a combination of both experience and education. Thirty semester hour credits are equal to one (1) year of relevant experience.

Seven (7) years of professional experience in municipal, county, regional or state planning including or supplemented by 21 semester credits in professional planning subjects such as the principles of land use planning, history of city planning, planning project design, and planning law and administration.

OR

Possession of a Bachelor's degree from an accredited college or university including or supplemented by twenty-one (21) semester hour credits in professional planning subjects such as principles of land use planning, history of city planning, planning project design and planning law and administration and three (3) years of the above - mentioned professional experience.

OR

Possession of Master's Degree in planning from an accredited college or university and two (2) years of the above-mentioned professional experience.

OR

Possession of a current and valid license as a Certified Planner in New Jersey issued by the New Jersey Board of Professional Planners and three (3) years of the above-mentioned professional experience.

OR

Possession of a current and valid credential as a Certified Planner issued by the American Institute of Certified Planners (AICP); and three (3) years of the above-mentioned professional experience.

**SPECIAL TRAINING:** -

**LICENSE:** Appointees will be required to possess a valid driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**ADDITIONAL NOTES:** The SAME program allows candidates who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program, please go to: <https://www.nj.gov/csc/same/overview/index.shtml>. If you have any questions, please email, [resume1@dca.nj.gov](mailto:resume1@dca.nj.gov) or call 609-292-6030. If you are applying under the NJ "SAME" Program, your supporting documents (Schedule A or B letter) must be submitted along with your resume to [resume1@dca.nj.gov](mailto:resume1@dca.nj.gov) by the closing date indicated above. DO NOT SUBMIT VIA THE DCA PORTAL.

- A promotable eligible exists within the unit scope
- A promotional list exists within the unit scope
- An open competitive list exists

**Please submit a resume and any required documents (licenses, certification and/or transcripts) along with a letter of interest, including a phone number, by the closing date to:**

Resumes may be mailed to:  
New Jersey Department of Community Affairs  
Office of Human Resources  
HR25-0012  
101 South Broad Street  
PO Box 800  
Trenton, New Jersey 08625

Or

Online application available at: <https://njdcaportal.dynamics365portals.us/dca-services/public-job-postings>

*Interviews will be granted based on resume*

**NOTE:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all new public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment. UNLESS OTHERWISE EXEMPTED FROM THE LAW.

*The New Jersey Department of Community Affairs is an Equal Opportunity Employer*