

City of Isanti  
Position Opening

**Community Development Specialist**

The City of Isanti has an open position for a Community Development Specialist. This person will perform a variety of detailed and professional work related to planning, zoning, community and economic development. This person will also provide administrative support including, but not limited to, building permit administration, preparing correspondence and minutes, rental license administration, sign permits, general zoning permits, and MS4 inspections.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree in Planning, Community Development, Urban Studies or related field
- One or more years' experience in local government
- Planning/Zoning/Building Inspection experience
- Must possess a valid Minnesota Class D driver's license or equivalent.

PREFERRED QUALIFICATIONS:

- Additional years of Community Development related experience in local government.
- Master's Degree in planning, community development, urban studies, or related field.
- Experience being first point of contact for zoning and land use questions.
- Advanced software skills in Laserfiche, GIS, Caselle Clarity, SharePoint, and Microsoft Office.

Starting wage based on qualifications \$51,828-\$63,988

To be considered, you must submit an application, cover letter and resume. Please visit [www.cityofisanti.us](http://www.cityofisanti.us) for an application or call 763-444-5512.

Closing Date: Wednesday, April 1<sup>st</sup>, 2020.