

WEXFORD COUNTY COUNCIL

POST OF ASSISTANT PLANNER **(One Year Contract)**

QUALIFICATIONS

1. **CHARACTER:**

Candidates shall be of good character.

2. **AGE:**

Each Candidate who reaches the age of 65 years prior to appointment will cease to be eligible for appointment.

3. **HEALTH:**

Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

4. **EDUCATION, TRAINING, EXPERIENCE, ETC.**

Each candidate must, on the latest date for receipt of completed applications forms:-

1. (a) hold a qualification in Town Planning recognised by Wexford County Council **or**
 - (b) (i) hold a recognised University Degree, or equivalent professional qualification in Architecture or Engineering, or one in which Economics, Geography or Sociology was taken as a major Subject or be eligible by examination for corporate membership of the Royal Institution of Chartered Surveyors or be a holder of the Diploma in Environmental Economics (with Town and Country Planning as a subject),
 - (ii) have a satisfactory knowledge of Town Planning, **and**
 - (iii) have on the latest date for receipt of completed application forms for the post at **least two years** satisfactory experience relevant to the duties of the post, **and**
2. possess a high standard of technical training and experience.

WEXFORD COUNTY COUNCIL

POST OF ASSISTANT PLANNER (Temporary contract)

PARTICULARS OF EMPLOYMENT

1. Temporary vacancies may be filled from panels formed. The post is whole-time and temporary (one year contract).
Persons who become pensionable employees of a Local Authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the Local Authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).

All persons who become pensionable employees of a Local Authority will be required in respect of the Local Government (Spouses and Childrens Contributory Pension) Scheme to contribute to the Local Authority at the rate of 1.5% of their net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children) in accordance with the terms of the Scheme.

For new entrants under the **Single Public Service Pension Scheme** effective from 01/01/2013, superannuation contributions are 3.5% of net pensionable remuneration and 3% of pensionable remuneration.

2. PROBATION:

Where a person who is not already a permanent employee of a local authority is appointed, the following provisions shall apply:-

- (a) there shall be a period after such appointment takes effect during which such person shall hold such employment on probation;
- (b) such period shall be one year but the Chief Executive may, at his discretion, extend such period;
- (c) such person shall cease to hold such employment at the end of the period of probation, unless during such period the Chief Executive has certified that the service of such person is satisfactory.

3. SALARY:

The salary shall be fully inclusive and shall be as determined from time to time. Holders of the post shall pay to the local authority any fees or other monies (other than their inclusive salary) payable to or received by them by virtue of their employment or in respect of services which they are required by or under any enactment to perform. An allowance may also be payable in respect of travel expenses and subsistence.

SALARY: €37,331 – €58,672 (LSI 2) per annum.

Starting pay for new entrants will be at the minimum of the scale. The rate of remuneration may be adjusted from time to time in line with Government pay policy.

4. DUTIES:

The duties of the post are to give the local authority and :-

- (a) such other local authorities or bodies for which the Chief Executive, for the purposes of the City and County Management Acts, is Chief Executive, and
- (b) to any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies mentioned in sub-paragraph (a) of this paragraph,

under the general direction and control of the Chief Executive or of such other employee as the Chief Executive may from time to time determine, such planning or ancillary services of an advisory, supervisory or executive nature as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties including the duty of assisting the Director of Service, or other appropriate professional employee, in the supervision of the planning or ancillary services of any of the foregoing local authorities or bodies and, when required to do so, to perform the duty of acting for the appropriate professional employee of higher rank during the absence of such employee of higher rank.

5. HEALTH:

For the purposes of satisfying the requirement as to health it will be necessary for each successful candidate, before he/she is appointed, to undergo at his/her expense a medical examination by a qualified medical practitioner to be nominated by the local authority. On taking up appointment, the expense of the medical examination will be refunded to the candidate.

6. **RETIREMENT/SUPERANNUATION:**

Single Public Service Pension Scheme:

Effective from 1st January 2013, **The Single Public Service Scheme** applies to all first-time new entrants to the public service, as well as to former public servants returning to the public service after a break of more than 26 weeks.

All new entrants to pensionable public service employment on or after 1 January 2013 are, in general, members of the Single Scheme.

Pension Age : Minimum pension age of 66 years (rising to 67 and 68 in line with State Pension age changes). Scheme Members must retire at the age of 70 years.

New entrants to the public service appointed on or after 1st April, 2004.

Retirement Age will be determined by the terms of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004. The Act introduces new retirement provisions for new entrants to the public service appointed on or after 1st April, 2004. For new entrants there is no compulsory retirement age and 65 is the earliest age at which retirement benefits can be paid.

In all other cases, 60 years is the minimum retirement age, with 65 years being the maximum retirement age.

7. **RESIDENCE:**

Holders of the post shall reside in the district in which their duties are to be performed or within a reasonable distance thereof.

8. **RECRUITMENT** :

- (i) Selection shall be by means of a competition based on an interview conducted by or on behalf of the Local Authority,
- (ii) A local authority may decide, by reason of the number of persons seeking admission to a competition, to carry out a short-listing procedure. The number of persons to be invited to interview shall be determined by the local authority from time to time having regard to the likely number of vacancies to be filled.
- (iii) A Panel may be formed on the basis of the interviews. Candidates whose names are on a panel and who satisfy the local authority that they possess the qualifications declared for the post and that they are otherwise suitable for appointment may within the life of the panel be

appointed as appropriate vacancies arise. The life of the panel will not be more than one year reckoned from the date of the formation of the panel unless extended.

- (iv) The County Council will not be responsible for any expenses a candidate may incur in attending for interview.

9. SAFE PASS CARD

Candidates must hold a current Safe Pass Card.

10. PERIOD OF ACCEPTANCE

The Local Authority shall require a person to whom an appointment is offered to take up such appointment within a period of not more than one month and if he/she fails to take up the appointment within such period or such longer period as the Local Authority in its absolute discretion may determine, the Local Authority shall not appoint him/her.

WEXFORD COUNTY COUNCIL IS AN EQUAL OPPORTUNITIES EMPLOYER