

Planner (Assistant, Associate, or Senior)

Precision Civil Engineering, Inc. (PCE) is seeking a motivated Planner at the Assistant, Associate, or Senior level to join our growing Planning Division. Our work spans both private development and public agency clients, providing a unique opportunity to gain diverse experience across entitlements, policy planning, and environmental review.

We are a small but expanding team that values collaboration, responsiveness, and practical problem-solving. This role offers the opportunity to grow within a laid-back but hard-working environment where staff are empowered and client service is a priority.

FUNCTIONS AND RESPONSIBILITIES

Assistant / Associate Planner

- Provide support to a team of planners and engineers on a variety of projects
- Assist with data collection, research, and preparation of planning documents
- Conduct field work, including parcel data collection and land use research
- Prepare maps, exhibits, and planning reports of limited to moderate complexity
- Produce basic sketches and renderings
- Assist at meetings, including coordination and note-taking
- Support general office functions such as data entry, file management, and customer service

Associate Planner (in addition to above)

- Prepare and process development applications, including site plans, use permits, and rezonings
- Conduct planning analysis and prepare staff reports or technical documents
- Coordinate with clients, agencies, and internal staff
- Assist with CEQA review, including preparation of exemptions and initial studies
- Support project management tasks, including scheduling and coordination

Senior Planner (in addition to above)

- Manage complex planning projects, development applications, and entitlement strategies
- Lead private development projects and serve as a client advocate
- Prepare and review CEQA documents, including exemptions, IS/MNDs, EIRs, and addenda
- Oversee preparation of general plan amendments, rezonings, annexations, and policy documents
- Develop project budgets and manage scope, schedule, and deliverables
- Prepare proposals and assist with RFP/RFQ responses
- Present to Planning Commissions, City Councils, and other decision-making bodies
- Supervise and mentor junior staff
- Provide high-level planning support to public agency clients

KNOWLEDGE

- Understanding of planning principles and land use processes (increasing with level)
- Familiarity with California planning framework and CEQA (Associate/Senior)
- Proficiency in Microsoft Office and general computer applications
- GIS and CAD experience is a plus

SKILLS

- Strong written and verbal communication skills
- Strong research and analytical abilities
- Ability to manage multiple assignments and meet deadlines
- Collaborative team player with the ability to work independently
- Flexible and adaptable across a variety of project types
- Project management and leadership skills (Senior level)

MINIMUM QUALIFICATIONS

Assistant Planner

- Relevant coursework and interest in the planning field required
- Working toward or completion of a degree in Urban Planning, Geography, Political Science, or related field
- No experience required

Associate Planner

- Bachelor's degree in Urban Planning, Geography, Political Science, or related field
- 1–3 years of relevant planning experience

Senior Planner

- Bachelor's degree in Urban Planning, Geography, Political Science, or related field
- 3+ years of professional planning experience
- Master's degree and/or AICP certification preferred, but not required

WORK ENVIRONMENT AND BENEFITS

- Full-time position based in Fresno, Merced or Visalia
- Paid time off
- Medical, dental, and vision insurance
- Life insurance and disability benefits
- 401(k) with company match
- Onsite gym
- Quarterly and annual company events