

Community Planner

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Company: Amentum

Location: Al Jahra

Category: life-physical-and-social-science

Job Summary

The Community Planner evaluates and recommends programs and development plans for new construction, renovation, and improvements of real property facilities, including utility systems. This discipline shall be responsible for accurately accounting and validating airfield obstructions annually. This discipline shall be responsible for validating new project requirements against the Base Master Plan and updating the Installation Development Guide and the Base Development Guide Semi-Annually. Additionally, this discipline validates siting request for future base development.

Principal Accountabilities

Collaborate with various base agencies to apply principles of master planning and site planning of a wide variety of facilities. Work closely with the Base Engineer, and other mission commanders and clients to ensure plans are acceptable.

Conduct site/facility surveys to gather preliminary information and validate requirements.

Work with customer and design engineers in developing and gaining approval for proposed facility programs/projects. Determine the validity, feasibility, achievability, and efficiency of a proposed project based on constraints in scheduling, cost, manpower, etc. Develop and brief presentations of program items to the installation facility board and higher reviewing activities.

Ensure that the facilities and local codes concerning health, safety, and the environment are strictly adhered to in the programming, design, and construction of real property facilities.

Comply with health, safety, and environmental rules, laws, codes, guidelines, criteria, and standards in the programming, design and construction of real property facilities.

Prepare facility transfer support documents, such as forms and memos, for the transfer of facilities; provide documents to leadership within schedule, meeting response deadlines.

Maintain effective working relationships with military leadership, contractors, civilians and local nationals, communicating both verbally and in writing to key personnel.

Coordinate document reproduction and distribution to customers, job sites, and vendors.

Knowledge & Skills

Ability to read, write and communicate in English.

Ability to follow spoken instructions.

Ability to interact professionally with all levels of employees, managers and customers.

Knowledge of various computer programs required (Microsoft Excel, Word, and Outlook).

Exercise good judgment, ability to multitask and work under time constraints.

Ability to work independently with good decision-making skills.

Extensive working knowledge of and ability to regularly utilize AutoCAD 2010 or later.

Must be able to obtain and maintain a Secret US Government Clearance. Note: US Citizenship is required to obtain a Secret Clearance.

Experience & Education

Shall have at minimum a bachelor's degree in community planning or related field such as urban affairs, architecture, or engineering and experience in the community planning field.

Community planning or general planning experience for DoD installations is preferred, but not required.

Physical Requirements/Working Environment

Living and working conditions at the assignment location could be remote and uncomfortable.

Long hours, exposure to weather and hazardous conditions.

Personnel should be aware of moving on short notice and under adverse conditions.

Travel

May be required to travel.

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