



Planning Manager

Location: Edmonton, AB

Company: Scheffer Andrew Ltd.

Scheffer Andrew Ltd. is a well-established, medium-sized engineering and planning consulting firm with nearly 50 years of experience serving Western Canada—primarily Alberta. We specialize in municipal infrastructure, land development, and transportation. Our collaborative team environment and commitment to quality design have earned us long-standing relationships with public and private sector clients.

We are currently seeking a **Planning Manager** to join our Edmonton team. This role is ideal for a strong, motivated individual with a passion for land use planning and land development. If you're looking for a leadership role that blends technical expertise, business development, project management, and mentorship, this is your opportunity.

What You'll Do

As Planning Manager, you will be responsible for leading the pursuit and delivery of project work for private and public sector clients. This role will lead the company's planning work in Edmonton, Calgary and other active regions to advance the company's overall market position. You will be responsible for building strong client relationships, both internally and externally, and ensuring the company delivers excellent work to clients.

This position serves both external clients and internal teams as a subject matter expert in planning and real estate development, internal/external representative, and as the company ambassador.

You will closely collaborate with the President and CEO and other senior leaders in the growth of the company. This role will develop and lead business development plans to secure new opportunities, maintain and grow key clients, attract and retain talent, and uphold our excellent reputation across the Edmonton region and the Province of Alberta.

This position also requires Senior Planner duties for some projects.

Key responsibilities include:

Project Leadership

- Technical Guidance & Expertise
- Project Management

- Client Management
- Financial Duties

Management

- Staff Management
- Management Financial Duties
- Planning Management

Business Development

What You Bring

- An urban planning degree or similar.
 - Fully certified RPP, MCIP member with the Canadian Institute of Planners
 - 15 plus years of relevant experience.
 - Expertise in subdivision design and land development processes.
 - Familiarity with Alberta municipal approvals in the City of Edmonton, City of Calgary and surrounding municipalities.
 - Proven leadership, communication, and team coordination skills.
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Why Scheffer Andrew?

- Work with a dedicated, collaborative team on impactful local projects.
 - Supportive environment that values professional growth and innovation.
 - Opportunities to mentor and shape the next generation of planners.
 - Competitive compensation and benefits.
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Ready to Join Us?

Please submit your **resume and cover letter** to:

 employment@schefferandrew.com

 Cover letters are required.

For more about life at Scheffer Andrew Ltd., visit www.schefferandrew.com.

We thank all applicants for their interest. Only candidates selected for an interview will be contacted.