

Lyle Gibson

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Objective

Seeking employment in the field of urban planning.

Profile

Recent college graduate seeking to start career in urban planning. Very dependable and accustomed to handling sensitive material. Able to multitask and quickly learn new responsibilities. Thrives in deadline-driven environments. Able to work on individual or team projects.

Skills Summary

- ◆ Report Preparation
- ◆ Computer Savvy
- ◆ Professional Presentations
- ◆ GIS
- ◆ Customer Service
- ◆ General Office Skills
- ◆ Read Site Plans
- ◆ Adobe Master Suite
- ◆ Microsoft Office
- ◆ Italian
- ◆ Intermediate Spanish
- ◆ Type 66 WPM

Employment History

SALT LAKE COUNTY PLANNING AND DEVELOPMENT– Salt Lake City, UT
Planning Technician, Current

Responsibilities: Receive and process applications for building permits, business licenses and planning reviews. Determining compliance with zoning ordinance for items such as setbacks, permitted uses, and interpretation of zoning ordinance.

WEST VALLEY CITY– West Valley City, UT
Planning Intern, 2011

Responsibilities: GIS analysis of TAZs to determine population and employment growth, catalog and review design standards on multi-family residential and commercial projects.

THE ADAMS COMPANY – Kaysville, UT
Intern, 2011

Responsibilities: Participate in meetings on a variety of real estate development projects, research information about parcels of land, and perform general office duties as needed.

MOUNTAIN AMERICA CREDIT UNION – Salt Lake City, UT
Collections / Teller, 2007-2010

Responsibilities: Process cash and other transactions for members, assess financial needs and sell products and services accordingly, collections calls on past due accounts, skip-tracing to confirm or update customer information, and negotiation and problem-solving on difficult accounts.

Education

UNIVERSITY OF UTAH
Bachelor of Arts – Urban Planning, May 2011

GPA: 3.8/4.0
Graduated Cum Laude

WEBER STATE UNIVERSITY
Associate's Degree – General Studies, May 2008

GPA: 3.6/4.0

References available upon request