

VICTOR PANAK

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EDUCATION

McGill University 2015

- Bachelor of Arts: Major in Geography, Minor in History

Lexington High School 2009

- Lexington, Massachusetts

WORK EXPERIENCE

Town of Brookline Planning Department: June 2019 – Present

Planner

- Provides staff support for all zoning relief applications, including reports to the Planning Board and Zoning Board of Appeals
- Provides support for Town Meeting: drafts warrant articles proposed by the Planning Department, assists citizen petitioners, produces Planning Department reports on warrant articles related to the Zoning By-law
- Leads or assists in the production of Planning Department studies, reports, and other guiding documents

Town of Wellesley Planning Department

Interim Planning Director (Feb. 2019 – June 2019). In addition to responsibilities as Senior Planner:

- Managed Planning Department staff
- Produced motions for annual and special town meeting and prepared Planning Board reports to town meeting
- Coordinated ongoing work with consultants related to Wellesley's Comprehensive Plan and Chapter 40B developments

Senior Planner (Aug. 2017 – June 2019). In addition to responsibilities as Planner:

- Involved in the development of Wellesley's Housing Production Plan, and assisted in the assessment and administration of ongoing Chapter 40B and 40R developments and proposals
- Prepared warrant articles, presentations, and motions for annual and special town meetings
- Assisted in the formulation of long-term planning initiatives
- Organized meeting schedules, set agendas, and produced staff reports on items before the Planning Board and other boards supported by the Planning Department
- Aided the Planning Director in providing direction and support to other Planning Department staff

Planner (Aug. 2016 – Aug. 2017)

- Provided staff support to the various boards and committees staffed by the Wellesley Planning Department
- Maintained the Planning Department website
- Assisted the public in navigating and understanding Wellesley's development regulations
- Assisted Wellesley's GIS Department in the generation of spatial data and Town maps
- Engaged in statistical analysis and research to support ongoing long-term planning initiatives

Town of Lexington Planning Department: Planner, August 2015 – December 2015

Town of Lexington Economic Development Department: Intern, July 2015 – August 2015

Town of Lexington Planning Department: Intern, Jan-Dec 2014, June-Aug. 2013

Tourism Advisor: Lexington Visitor's Center: 2007-2009

Battlegreen Guide: Town of Lexington: 2007-2009

KNOWLEDGE OF

Word, Excel, Powerpoint, MUNIS, ArcGIS

Programming: Python Language; general understanding of programming methods

LANGUAGES

English mother tongue

French mother tongue

Slovak proficient

Spanish proficient