

Title: Assistant Landscape Architect

Parks is the steward of nearly 30,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets. We operate more than 800 athletic fields and nearly 1,000 playgrounds, 1,800 basketball courts, 550 tennis courts, 67 public pools, 51 recreational facilities, 15 nature centers, 14 golf courses, and 14 miles of beaches. We care for 1,200 monuments and 23 historic house museums. We look after 600,000 street trees, and two million more in parks. We are New York City's principal providers of recreational and athletic facilities and programs. We are home to free concerts, world-class sports events, and cultural festivals. We are an Equal Opportunity Employer. [www.nyc.gov/parks](http://www.nyc.gov/parks)

### **MAJOR RESPONSIBILITIES**

- Under supervision, perform landscape architectural work of moderate difficulty and responsibility for our Capital Projects division.
- Prepare landscape architectural contract drawings, specifications and estimates of quantities.
- Investigate and propose solutions to problems of grading, spatial organization and site utilization.
- Examine consultant contract drawings, specifications, and construction estimates; and submit reports.
- Develop landscaping maps and data for existing conditions and for new or proposed additions or changes.
- Assess and monitor progress of construction by reviewing and approving shop drawings and resolving design conflicts.
- Conduct site inspections for quality assurance.

### **QUALIFICATION REQUIREMENTS**

1. A Bachelor's or Master's degree in landscape architecture from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA) and one year of full-time satisfactory experience in landscape architectural work; or
2. A valid New York State Registration as a Landscape Architect.

**Note:** A Motor Vehicle Driver License valid in New York State may be required for certain assignments. If required, this license must be maintained for the duration of the assignment.

This position is exempt from NYC residency requirements.

### **PREFERRED SKILLS/QUALIFICATIONS**

1. Demonstrated ability to design and complete Landscape Architecture projects as demonstrated by a portfolio.
2. Knowledge of AutoCAD.
3. Knowledge of PhotoShop, PowerPoint and 3D rendering.
4. Excellent communication, interpersonal and organizational skills.
5. Proficiency in Microsoft Word and Excel.
6. Driver license valid in New York State.

Salary: \$53,134 - \$61,104 plus excellent benefits

Posted 9/30/16 Until Filled\*

**For external applicants, please apply through [www.nyc.gov/careers](http://www.nyc.gov/careers)**

- 1) Go to [www.nyc.gov/careers/search](http://www.nyc.gov/careers/search)
- 2) Search for Job ID#: **265347**

For details about NYC Parks: [www.nyc.gov/parks](http://www.nyc.gov/parks)

\*Previous applicants to Job ID# 228388 are still under consideration for this posting and need not reapply.

References will be required upon request.