



DENVER
THE MILE HIGH CITY

Career Service Authority
Denver's Human Resource Agency

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JOB SPECIFICATION MEMORANDUM

TO: All agencies citywide
Holders of Job Specification Books

FROM: Alena Martinez

DATE: August 11, 2008

SUBJECT: New and/or revised Job Specifications

Attached are revised and/or new job specifications. These should be placed in your job specification book.

Old job specifications listed in the column "Job Specifications to be Removed" should be removed from your book and destroyed.

Agencies that hold only selected job specifications may discard those that are not classes within their agency.

New and Revised Job Specifications

Associate Landscape Architect
Rev. 08/17/2008

Coroner's Investigator
Rev. 08/10/2008

Senior Landscape Architect
Rev. 08/17/2008

Job Specifications to be Removed

Associate Landscape Architect
Rev. 03/16/2005

Coroner's Investigator
Rev. 10/16/2006

Senior Landscape Architect
Rev. 03/16/2005



Career Service Authority

Associate Landscape Architect

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GENERAL STATEMENT OF CLASS DUTIES

Performs professional landscape architecture work by coordinating landscape projects for parks, open spaces, and parkways and serves as a project manager on moderately difficult projects.

DISTINGUISHING CHARACTERISTICS

This class performs landscape architecture work by coordinating landscape projects for parks, open spaces, and parkways and serves as project manager on moderately difficult projects. This class is distinguished from a Senior Landscape Architect that performs professional, specialized project management work including planning, designing, and coordinating landscape architectural projects for the development and rehabilitation of parks, natural areas, parkways, and other open spaces. The Landscape Architect is distinguished from the Staff Landscape Architect that performs entry level professional landscape architectural work under close supervision while learning and assisting in the preparation and checking of plans, designs, and specifications.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally numerous, well established and directly applicable to the work assignment. Work assignment and desired results are explained by general oral or written instructions.

Duties assigned are generally repetitive and restricted in scope but may be of substantial intricacy. Employee primarily applies standardized practices.

Decisions or recommendations on non-standardized situations are limited to relating organizational policies to specific cases. Problems that are not covered by guidelines or are without precedent are taken up with the supervisor.

Level of Supervision Received and Quality Review:

Under general supervision, the employee receives assignments and is expected to carry them through to completion with substantial independence. Work is reviewed for adherence to instructions, accuracy, completeness, and conformance to standard practice or precedent. Recurring work clearly covered by guidelines may or may not be reviewed.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, defended, and gathered and discretion and judgment are required within the parameters of the job function.

Level of Supervision Exercised:

By position, assists with or coordinates the work of consultants/contractors and other employees who are assigned to specific projects.

ESSENTIAL DUTIES

Performs project management work on moderately difficult municipal landscape architectural projects, develops design specifications, coordinates the activities of contractors engaged in the construction of landscape projects, and maintains project conformance with city, department, and landscape architectural standards and practices.

Assists in the development of long range and short term planning initiatives and modifications to policies, procedures, and standards related to landscape architecture projects.

Defines scope of work for a project under the direction of a supervisor, develops project work plans, designs project in-house or hires a consultant to design the project, determines and sets time frames and project milestones, and manages project budget.

Coordinates the work of consultants engaged in the design and/or construction of moderately difficult landscape architectural/capital improvement projects, reviews plans and specifications for compliance to standards and practices under the direction of a supervisor, performs on-site inspections during construction to determine work progress and conformance to established bid specifications/contracts, and provides technical support in solving problems.

Coordinates effort to bring stakeholders together who have opposing views and interests in order to successfully complete projects.

Researches and compiles information on funding sources and writes grants and other funding proposals.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

MINIMUM QUALIFICATIONS

Competencies, Knowledges & Skills:

Landscape Architecture - Knowledge of the concepts, theories, and practices used in the planning, design, construction, and adaptation of outdoor features, taking into consideration recreation planning, requirements, aesthetic value, and compatibility with other developments and resources.

Public Planning - Knowledge of functions, principles, methods, and techniques of public planning including those related to community planning, outdoor recreation planning, and natural resource management such as demand forecasting, environmental impact analysis, financial forecasting, and land use planning and zoning

Project Management - Applies principles, methods, or tools for developing, scheduling, coordinating, monitoring, evaluating, and managing projects and resources including technical performance.

Building and Construction - Knowledge of materials, methods, systems, and the tools used to construct objects, structures, and buildings.

Reading - Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Writing - Recognizes and uses correct English grammar, punctuation, and spelling, communicates information in a succinct and organized manner, and produces written information which may include technical material that is appropriate for the intended audience.

Interpersonal Skills - Shows understanding, courtesy, tact, empathy, and concern, develops and maintains relationships, may deal with people who are difficult, hostile, and/or distressed, relates well to people from varied backgrounds and situations, and is sensitive to individual differences.

Oral Communication - Expresses information to individuals or groups effectively taking into account the audience and nature of the information, makes clear and convincing oral presentations, listens to others, attends to nonverbal cues, and responds appropriately.

Problem Solving - Identifies problems, determines accuracy and relevance information, and uses sound judgment to generate and evaluate alternatives and to make recommendations.

Planning and Evaluating - Organizes work, sets priorities, determines resource requirements, determines short or long-term goals and strategies to achieve them, coordinates with other organizations or parts of an organization, monitors progress, and evaluates outcomes.

Decision Making - Makes sound, well-informed, and objective decisions, perceives the impact and implications of decisions, commits to action even in uncertain situations to accomplish program goals, and causes change.

Reasoning - Identifies rules, principles, or relationships that explain facts, data, or other information, analyzes information, and makes correct inferences or draws accurate conclusions.

Teamwork - Encourages and facilitates cooperation, pride, trust, and group identity, fosters commitment and team spirit, and works with others to achieve goals.

Diversity - Is sensitive to cultural diversity, race, gender, and other individual differences in the workforce.

Customer Service - Works with customers to assess needs, provide assistance, resolves problems, and satisfy expectations, knows products and services, and is committed to providing quality products and services.

Creative Thinking - Uses imagination to develop new insights into situations, applies innovative solutions to problems, and designs new methods where established method and procedures are inapplicable or are unavailable.

Technical Competence - Uses knowledge that is acquired through formal training and extensive on-the-job experience to perform one's job, works with, understands, and evaluates technical information related to the job, and advises others on technical issues.

Conflict Management - Manages and resolves conflicts, grievances, confrontations, or disagreements in a constructive manner to minimize negative personal impact.

Integrity/Honesty - Contributes to maintaining the integrity of the organization, displays high standards of ethical conduct, understands the impact of violating these standards on an organization, self, and others, and is trustworthy.

Knowledge of architecture and civil engineering concepts, principals, and theories sufficient to be able to perform project management and lead multi-disciplinary project teams.

Knowledge of budgeting principles and practices sufficient to be able to assume budgetary responsibilities as required.

Physical Demands:

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Carrying: transporting an object, usually by hand, arm, or shoulder.

Balancing: maintaining body equilibrium to prevent falling over.

Stooping: bending the body by bending spine at the waist.

Sitting: remaining in the normal seated position.

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hand(s).

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: making frequent movements with a part of the body.

Working Environment:

May be exposed to extremes of heat and cold in all weather conditions.

Subject to many interruptions.

Pressure due to multiple calls and inquiries.

Education Requirement:

Baccalaureate Degree in Landscape Architecture, Architecture, Engineering, Planning, or a related field.

Experience Requirement:

Two years of professional landscape architecture experience.

Education/Experience Equivalency:

A combination of appropriate education and experience may be substituted for the minimum education and experience requirements.

Licensure and/or Certification:

Possession of a valid driver's license at the time of application.



Career Service Authority

Coroner's Investigator

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GENERAL STATEMENT OF CLASS DUTIES

Performs full-performance Investigation work regarding deaths reportable to the Coroner as per the CRS 3010-606 to determine cause/manner of death.

DISTINGUISHING CHARACTERISTICS

The *Coroner's Investigator* performs full-performance level criminal/civil investigation work conducting investigations to ascertain the cause, manner, and circumstances of reportable death. This class is distinguished from the *Criminal/Civil Investigator* and the *Senior Criminal/Civil Investigator* classes by the type of criminal/civil investigation work performed; planning/conducting investigations related to alleged or suspected criminal violations of Federal, state, or local laws to determine if evidence is sufficient to recommend prosecution.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally but not always clearly applicable, requiring the employee to exercise judgment in selecting the most pertinent guideline, interpret precedents, adapt standard practices to differing situations and recommend alternative actions in situations without precedent.

Duties assigned are generally complex and may be of substantial intricacy. Work assignment is performed within an established framework under general instructions but requires simultaneous coordination of assigned functions or projects in various stages of completion.

Employee is responsible for determining time, place and sequence of actions to be taken. Unusual problems or proposed deviations from guidelines, practices or precedents may be discussed with the supervisor before being initiated.

Level of Supervision Received and Quality Review:

Under general supervision, the employee receives assignments and is expected to carry them through to completion with substantial independence. Work is reviewed for adherence to instructions, accuracy, completeness and conformance to standard practice or precedent. Recurring work clearly covered by guidelines may or may not be reviewed.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, defended, gathered and discretion and judgement are required within the parameters of the job function.

Level of Supervision Exercised:

By position, performs lead work.

ESSENTIAL DUTIES

Conducts investigations and ascertains the cause, manner, and circumstances of reportable death.

Determines investigative technique, scope, timing and direction of investigations.

Locates the next of kin by contacting designated representatives, treatment agencies, family members, insurance companies, and other interested parties.

Researches and verifies decedent identity through police records, treatment agencies, employers, and description from friends and family, and uses medical history, x-rays, fingerprints, dental information and insurance reports to compile supplemental reports.

Verifies cause of death for death certificate investigation to determine if further investigation by the Coroner's Office is required.

Evaluates and preserves all information and documentation gathered, secures personal effects, home, and other personal property of decedent pending arrival of family, personal representative, or public administrator.

Maintains investigation records including reports of decedents, statistical data from logs, and special project assignments.

Performs research, assembles and organizes documents, and provides information to insurance companies, attorneys, and other interested parties.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

MINIMUM QUALIFICATIONS

Competencies, Knowledges & Skills:

Integrity/Honesty - Contributes to maintaining the integrity of the organization, displays high standards of ethical conduct, understands the impact of violating these standards on an organization, self, and others, and is trustworthy.

Writing - Recognizes or uses correct English grammar, punctuation, and spelling, communicates information in a succinct and organized manner and produces written information which may include technical material that is appropriate for the intended audience.

Reading - Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Decision Making - Makes sound, well informed and objective decisions, perceives the impact and implications of decisions, commits to action even in uncertain situations to accomplish organizational goals, and causes change.

Legal Government and Jurisprudence - Knowledge of laws, legal codes, court procedures, precedents, legal practices and documents, government regulations, executive orders, agency rules, government organization and functions, and the democratic political process.

Oral Communications - Expresses information to individuals or groups effectively, taking into account the audience and nature of the information, makes clear and convincing oral presentations, listens to others, attends to nonverbal cues, and responds appropriately.

Stress Tolerance - Deals calmly and effectively with high stress situations (for example, tight deadlines, hostile individuals, emergency situations, dangerous situations).

Reasoning - Identifies rules, principles, or relationships that explain facts, data, or other information, analyzes information, and makes correct inferences or draws accurate conclusions.

Attention to Detail - Is thorough when performing work and conscientious about attending to detail.

Interpersonal Skills - Shows understanding, courtesy, tact, empathy, and concern, develops and maintains relationships, deals with people who are difficult, hostile, and/or distressed, relates well to people from varied backgrounds and situations, and is sensitive to individual differences.

Problem Solving - Identifies problems, determines accuracy and relevance of information, uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Self-Management - Sets well defined and realistic personal goals, displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner, works with minimal supervision, is motivated to achieve, and demonstrates responsible behavior.

Teamwork - Encourages and facilitates cooperation, pride, trust, and group identity, fosters commitment and team spirit, and works with others to achieve goals.

Self-Esteem - Believes in own self-worth, maintains a positive view of self, and displays a professional image.

Planning and Evaluating - Organizes work, sets priorities, determines resource requirements, determines short or long term goals and strategies to achieve them, coordinates with other organizations or parts of the organization, monitors progress, and evaluates outcomes.

Information Management - Identifies a need for and knows where or how to gather information; organizes and maintains information or information management systems.

Flexibility - Is open to change and new information adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles, effectively deals with ambiguity.

Memory - Recalls information that has been presented previously.

Eye-Hand Coordination - Accurately coordinates one's eyes with one's fingers, wrists, or arms to perform job-related tasks (for example, to move, carry or manipulate objects).

Peripheral Vision - Sees objects or movement of objects to one's side when the eyes are focused forward.

Learning - Uses efficient learning techniques to acquire and apply new knowledge and skills and uses training, feedback, or other opportunities for self learning and development.

Agility - Bends, stretches, twists, or reaches out with the body, arms, or legs.

Creative Thinking - Uses imagination to develop new insights into situations, applies innovative solutions to problems, and designs new method where established methods and procedures are inapplicable or are unavailable.

Stamina - Exerts oneself physically over long periods of time without tiring (which may include performing repetitive tasks such as data entry or coding).

Visual Identification - Accurately identifies people, animals or objects based on knowledge of their characteristics.

Depth Perception - Accurately judges which of several objects is closer or farther away from the observer, or the distance between an object and the observer.

Leadership - Influences, motivates, and challenges others and adapts leadership styles to a variety of situations.

Visual Color Discrimination - Accurately matches or detects differences between colors, including shades of color and brightness.

Physical Strength - Exerts maximum muscle force to lift, push, pull, or carry objects; performs moderately laboring work.

Spatial Orientation - Knows one's location in relation to the environment, determines where other objects are in relation to one's self (for example, when using a map).

Knowledge of investigation techniques sufficient to be able to conduct comprehensive investigations.

Skill in investigating and analyzing information relative to the work assignment.

Physical Demands:

Standing: remaining on one's feet in an upright position.

Handling: seizing, holding, grasping, or otherwise working with hand(s).

Fingering: picking, pinching, or otherwise working with fingers.

Hearing: perceiving the nature of sounds by the ear.

Working Environment:

Exposed to infection from disease-bearing specimens.

Exposed to hazards of handling diseased organs and tissues.

Exposed to the risk of blood borne diseases.

Exposed to hazards from electrical/mechanical/power equipment.

Exposed to odorous chemicals and specimens.

Subject to cuts and burns.

Subject to injury from moving parts of equipment.

Subject to long irregular hours.

Subject to varying and unpredictable situations.
Exposed to unpleasant elements (accidents, injuries, and illness).
Handles emergency or crisis situations.
Subject to many interruptions.
Pressure due to lengthy interviews and interrogations.

Education Requirement:

Baccalaureate Degree in Criminal Justice, Law Enforcement, Nursing, or a related field.

Experience Requirement:

3 years of professional experience conducting comprehensive investigations of complex criminal/civil cases, or a related field. One year of internship with the Denver Office of the Medical Examiner could substitute for one year of required experience.

Education/Experience Equivalency:

Additional appropriate type/level of related experience may be substituted for the minimum education requirement on a year-by-year basis.

Licensure and/or Certification:

Possession of valid Colorado Class "R" Driver's License at the time of application

CLASS DETAIL

FLSA CODE: Non exempt

ESTABLISHED DATE: 09/16/1995

REVISED DATE: 08/10/2008

REVISED BY: Hameed Pousti

CLASS HISTORY

09/1995—This class was originally established.
03/2005—This class was moved into the new format.
10/2006—The General Statement of Duties was revised to allow more coverage as well as minimum qualification requirements to include the interns work experience with the Denver Office of the Medical Examiner for experience requirements.
08/2008—Minimum experience requirement was revised to remove previously interns work experience with the Denver Office of the Medial Examiner from the experience requirement section of the spec.



Career Service Authority
Senior Landscape Architect

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GENERAL STATEMENT OF CLASS DUTIES

Performs professional, specialized project management work including planning, designing, and coordinating landscape architectural projects for the development and rehabilitation of parks, natural areas, parkways, and other open spaces.

DISTINGUISHING CHARACTERISTICS

This class performs professional, specialized project management work on complex, multifaceted projects. This class is distinguished from a Landscape Architect that performs landscape architecture work by coordinating landscape projects for parks, open spaces, and parkways and serves as project manager on moderately difficult projects. This class is distinguished from a Landscape Architect Supervisor that performs professional and supervisory work over landscape architects, provides direction and long range and short term planning, directs policy and procedure development, and makes budgetary and resource allocation decisions.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally in the form of stated objectives only, with issues and factors largely undefined, requiring the employee to exercise creativity and ingenuity in devising criteria, techniques, strategy and methodologies for approaching assigned functions or projects.

Duties performed involve concepts, theories and concrete factors to be evaluated and weighed, requiring a high degree of analytical ability, and independent judgment and decision-making.

Work assignment is generally unstructured and employee is responsible for organizing complex, varied and simultaneous coordination of several functions, programs or projects in various stages of completion.

Level of Supervision Received and Quality Review:

Under administrative supervision, the employee has personal accountability for carrying out an assigned function, program or project within the scope of established guidelines and objectives and is expected to resolve problems that arise in the normal course of the work. Completed work is generally reviewed for soundness of judgment, conclusion, adequacy and conformance to policy.

Interpersonal Communications and Purpose:

Contacts of a remedial nature involving the resolution of problems and where some degree of discretion and judgment are required in carrying out a major program and/or function of the organization.

Level of Supervision Exercised:

Coordinates the work of consultants/contractors and other employees who are assigned to specific projects.

ESSENTIAL DUTIES

Performs project management work on complex, multifaceted municipal landscape architectural projects managing design and construction projects, developing project and design specifications, and coordinating activities with other city departments, elected officials, community and neighborhood groups, and other stakeholders.

Participates in the development of overall long range and short term planning initiatives and initiates and recommends modifications to policies, procedures, and standards related to landscape architecture projects and programs.

Defines scope of work for a project, develops project work plans, designs project in-house or hires a consultant to design the project, determines and sets time frames and project milestones, and manages project budget.

Coordinates the work of multi-disciplinary teams engaged in the design and construction of landscape architectural/capital improvement projects, including reviews plans and specifications for compliance to standards and practices, performs on-site inspections during construction to determine work progress and conformance to established bid specifications/contracts, and provides technical support in solving problems.

Prepares pre-bid materials defining the scope of work and related information.

Participates on selection committees to reviews proposals and provides recommendations.

Coordinates effort to bring stakeholders together who have opposing views and interests in order to successfully complete projects.

Researches and compiles information on funding sources and writes grants and other funding proposals.

Performs other related duties as assigned.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

MINIMUM QUALIFICATIONS

Competencies, Knowledges & Skills:

Landscape Architecture - Knowledge of the concepts, theories, and practices used in the planning, design, construction, and adaptation of outdoor features, taking into consideration recreation planning, requirements, aesthetic value, and compatibility with other developments and resources.

Public Planning - Knowledge of functions, principles, methods, and techniques of public planning including those related to community planning, outdoor recreation planning, and natural resource management such as demand forecasting, environmental impact analysis, financial forecasting, and land use planning and zoning

Project Management - Applies principles, methods, or tools for developing, scheduling, coordinating, monitoring, evaluating, and managing projects and resources including technical performance.

Strategic Thinking - Formulates effective strategies consistent with the business and competitive strategy of the organization in a global economy, examines policy issues and strategic planning with a long term perspective, determines objectives and sets priorities, and anticipates potential threats or opportunities.

Building and Construction - Knowledge of materials, methods, systems, and the tools used to construct objects, structures, and buildings.

Reading - Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Writing - Recognizes and uses correct English grammar, punctuation, and spelling, communicates information in a succinct and organized manner, and produces written information which may include technical material that is appropriate for the intended audience.

Self-Management - Sets well-defined and realistic personal goals, displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner, works with minimal supervision, is motivated to achieve, and demonstrates responsible behavior.

Vision - Understands where the organization is headed and how to make a contribution, takes a long-term view, and recognizes opportunities to help the organization accomplish its objectives or move toward the vision.

Interpersonal Skills - Shows understanding, courtesy, tact, empathy, and concern, develops and maintains relationships, may deal with people who are difficult, hostile, and/or distressed, relates well to people from varied backgrounds and situations, and is sensitive to individual differences.

Oral Communication - Expresses information to individuals or groups effectively taking into account the audience and nature of the information, makes clear and convincing oral presentations, listens to others, attends to nonverbal cues, and responds appropriately.

Problem Solving - Identifies problems, determines accuracy and relevance information, and uses sound judgment to generate and evaluate alternatives and to make recommendations.

Planning and Evaluating - Organizes work, sets priorities, determines resource requirements, determines short or long-term goals and strategies to achieve them, coordinates with other organizations or parts of an organization, monitors progress, and evaluates outcomes.

Decision Making - Makes sound, well-informed, and objective decisions, perceives the impact and implications of decisions, commits to action even in uncertain situations to accomplish program goals, and causes change.

Reasoning - Identifies rules, principles, or relationships that explain facts, data, or other information, analyzes information, and makes correct inferences or draws accurate conclusions.

Teamwork - Encourages and facilitates cooperation, pride, trust, and group identity, fosters commitment and team spirit, and works with others to achieve goals.

Diversity - Is sensitive to cultural diversity, race, gender, and other individual differences in the workforce.

Customer Service - Works with customers to assess needs, provide assistance, resolves problems, and satisfy expectations, knows products and services, and is committed to providing quality products and services.

Creative Thinking - Uses imagination to develop new insights into situations, applies innovative solutions to problems, and designs new methods where established method and procedures are inapplicable or are unavailable.

Technical Competence - Uses knowledge that is acquired through formal training and extensive on-the-job experience to perform one's job, works with, understands, and evaluates technical information related to the job, and advises others on technical issues.

Influencing/Negotiating - Persuades others to accept recommendations, cooperate, or change their behavior, works with others towards an agreement, and negotiates to find mutually acceptable solutions.

Leadership - Influences, motivates, and challenges others and adapts leadership styles to a variety of situations.

Conflict Management - Manages and resolves conflicts, grievances, confrontations, or disagreements in a constructive manner to minimize negative personal impact.

Integrity/Honesty - Contributes to maintaining the integrity of the organization, displays high standards of ethical conduct, understands the impact of violating these standards on an organization, self, and others, and is trustworthy.

Knowledge of architecture and civil engineering concepts, principals, and theories sufficient to be able to perform project management and lead multi-disciplinary project teams.

Knowledge of budgeting principles and practices sufficient to be able to assume budgetary responsibilities as required.

Physical Demands:

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Carrying: transporting an object, usually by hand, arm, or shoulder.

Balancing: maintaining body equilibrium to prevent falling over.

Stooping: bending the body by bending spine at the waist.

Sitting: remaining in the normal seated position.

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hand(s).

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: making frequent movements with a part of the body.

Working Environment:

May be exposed to extremes of heat and cold in all weather conditions.

Subject to many interruptions.

Pressure due to multiple calls and inquiries.

Education Requirement:

Baccalaureate Degree in Landscape Architecture, Architecture, Engineering, Planning, or a related field.

Experience Requirement:

Three years of professional experience in landscape architecture performing project design and/or construction management work.

Education/Experience Equivalency:

A combination of appropriate education and experience may be substituted for the minimum education and experience requirements.

Licensure and/or Certification:

Possession of a valid driver's license at the time of application.

CLASS DETAIL

FLSA CODE: Exempt

ESTABLISHED DATE: 09/16/1995

REVISED DATE: 08/17/2008

REVISED BY: Patricia Anderson

CLASS HISTORY 3/2005 – The class specification was updated.
8/2008 – Additional degrees were added to the Education Requirements Section.