

**City of New York
Parks & Recreation**

**Citywide Job Vacancy Notice
Job ID № 248514**

Civil Service Title: Landscape Architect
Title Code No: 21315
Office Title: Green Infrastructure Project Manager

Level: I
Salary: \$61,237 - \$70,422
Work Location: Olmsted Center, Queens
Number of Positions: 1

The Forestry, Horticulture, and Natural Resources Group is responsible for citywide urban forestry, ecological and horticulture initiatives, policy standards and performance measures, including street tree planting, Green Streets, Green Infrastructure, natural areas restoration and horticultural training and education. The Green Infrastructure Unit focuses on storm water capture in priority Combined Sewage Overflow (CSO) tributary areas, primarily in the right of way. This work not only improves the function of the city's sewer system, it transforms grey space into green, providing New Yorkers with all of the commensurate benefits green space provides.

MAJOR RESPONSIBILITIES

- Under direction of the Director of Green Infrastructure, assist in design work and construction project management for the Green Infrastructure Unit.
- Help to develop new Green Infrastructure methods and strategies.
- Monitor progress and prepare reports on design and construction projects; track project milestones and budgets.
- Assist in the preparation of Request for Proposals (RFPs), grant applications and related documents for Green Infrastructure.
- Prepare and present design plans to Director, Chiefs, Deputy Chiefs and others within the Agency.
- Provide design and construction assistance and support to superiors and subordinates on complex landscape architectural matters.

QUALIFICATION REQUIREMENTS

A valid New York State Registration as a Landscape Architect, and either:

1. A 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 three (3) years of full-time, satisfactory experience in landscape architectural work; or
2. Four (4) years of full-time, satisfactory experience in landscape architectural work.

Current New York State Registration as a Landscape Architect must be maintained for the duration of your employment.

This position is exempt from NYC residency requirements.

PREFERRED SKILLS/QUALIFICATIONS

1. Knowledge of sustainable urban design and Green Infrastructure principles, including LEED certification.
2. Sustainable design experience and knowledge.
3. Construction project management knowledge and experience.
4. Excellent communication, interpersonal and organizational skills.
5. Fluency in AutoCAD and Adobe Suite.
6. Proficiency in Microsoft Word, Excel, PowerPoint and Access.
7. Driver license valid in New York State.

City employees:

- 1) Apply through **Employee Self Service (ESS)** under Recruiting Activities
- 2) Search for **Job ID#: 248514**

Include your ERN on all correspondence.

For all other applicants:

Click here to apply: [Green Infrastructure Project Manager](#)

- 1) Go to www.nyc.gov/careers/search
- 2) Search for **Job ID#: 248514**

**THE CITY OF NEW YORK
AND
THE CITY OF NEW YORK / PARKS & RECREATION
ARE EQUAL OPPORTUNITY EMPLOYERS
M/F/D/V
Telecommunications Device for the Deaf: (212) 504-4115
www.nyc.gov/parks**

POST DATE: 07/22/16

POST UNTIL: 08/12/16

Job ID#: 248514

NOTE: All resumes must be received no later than the last day of the posting period.