City of New York
Parks & Recreation

Job ID № 240175

Civil Service Title: Landscape Architect
Title Code No: 21315
Office Title: Capital Projects Estimator

Level: I
Salary: $78,000 - $88,686
Work Location: Olmsted Center, Queens
Number of Positions: 2

MAJOR RESPONSIBILITIES

• As part of a Capital Borough team, under general supervision, conduct quantity estimating and prepare comprehensive manpower, equipment and material project costs for in-house designed landscape architecture projects for the Capital Projects division. Projects include the reconstruction and new development of parks, playgrounds, athletic fields, sports courts, field lighting, fencing, green infrastructure, storm water management and waterfront structures.
• Work with landscape architects to align scope and estimates at several milestones throughout the design process to ensure projects are fully-funded.
• Review quantity estimating and project costs prepared by consultant designers and recommend modifications, if needed.
• Prepare new needs estimates for projects in the planning phase of the process.
• Assist in development of due diligence reports as needed for the Mayor’s Office of Contract Services in the procurement phase.
• Formulate independent cost estimates for change order work in construction. Negotiate change orders with contractors.
• Conduct research and develop unit costs for new items.

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. A thorough understanding of general construction pricing.
2. Ability to accurately read construction documents and specifications.
3. A thorough understanding of prevailing wage laws and other applicable City procurement rules and regulations.
4. Experience with Sage-Timberline estimating software. Strong computer skills including AutoCAD.
5. Excellent communication, interpersonal and organizational skills.
6. Driver license valid in New York State.

City employees:
1) Apply through Employee Self Service (ESS) under Recruiting Activities
2) Search for Job ID#: 240175

Include your ERN on all correspondence.

For all other applicants:
Click here to apply: Capital Projects Estimator
1) Go to www.nyc.gov/careers/search
2) Search for Job ID#: 240175

POST DATE: 05/06/16
POST UNTIL: FILLED
Job ID#: 240175

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