



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

CITYWIDE JOB VACANCY NOTICE: Job ID No 765179

Office Title: Field Representative for Landscape Construction

Civil Service Title: Project Manager **Title Code No:** 22426 **Level:** NA

Salary: New Hire Rate: \$66,330 Incumbent Rate: \$76,279

Number of Positions: 3

Work Location: Olmsted Center, Queens

NYC Parks is an award-winning city agency that designs, builds and cares for public spaces for New Yorkers to connect, play and enjoy. NYC Parks manages more than 30,000 acres or 14% of the city's land, encompassing more than 5,000 individual properties. Our diverse set of assets includes recreational facilities, nature centers, historic buildings and structures, golf courses, athletic fields, playgrounds, tennis courts, public pools, public restrooms, retaining walls and nearly 14 miles of beaches.

Major Responsibilities

- Under general supervision, coordinates and expedites the development and/or improvement in all aspects of the Landscape Construction Units (LCU) portion of general construction projects, focusing on the preservation of existing trees, plant material, topsoil, arboriculture and horticulture during site development on Capital Projects. Advise and coordinate the activities required between landscape architects, architects, engineers and resident engineers together with other construction professionals as to the best practices for the preservation and protection of trees on NYC City Parkland before, during construction and post-occupancy of construction sites.
- Assist the LCU Director and LCU Supervisors in overseeing all matters relating to landscape construction, such as supervising landscape contractors and arborists including tree pruning and tree removals, material tagging, plant material layout, and topsoil sample collection and analysis. Monitor landscape operations for compliance with contract specifications and documents.
- Review horticultural and arboriculture construction submittals including topsoil reports.
- Prepare, transmit and file correspondence with reports related to site work on Capital Projects, maintain a project database of landscape construction operations. Provide regular updates with status of various projects and programs and ensure that projects are advanced timely.
- Work with other divisions within Parks, including Central Forestry, the Natural Resources Group and others as necessary.
- Work with construction teams including construction directors, senior resident engineers, lead resident engineers and resident engineers to formulate and optimize tree and site protection, including the placement of infrastructure such as paths, curbs, irrigation systems and underground utilities, grading issues, designation of staging areas and vehicular access routes, establishing tree protection zones and methods, soil bridging techniques and any other contract documents and specifications as appropriate.
- Work with the construction teams and landscape construction specialists to implement and enforce all Agency Standards and guidelines relating to site work around trees, in particular hand excavation requirements within the vicinity and underneath the driplines of existing trees.

Qualification Requirements

***This vacancy is only open to 1) current permanent city employees serving in the Project Manager civil service title or 2) on leave from the title or 3) permanent city employees in or on leave from a comparable title or 4) candidates who are reachable on the Project Manager civil service list, Exam No. 4076 or a comparable civil service list or qualify for a comparable title. [Please indicate the exam and your list number or comparable title on your resume.]**

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required within 90 days of hire for all other candidates.

Preferred Skills/Qualifications

1. Certification as "Arborist" or "Board Certified Master Arborist" by the International Society of Arboriculture; or "Registered Consulting Arborist" by the American Society of Consulting Arborists.
2. Strong knowledge of Agency structure and divisions and/or government operations.
3. Strong knowledge of arboriculture, horticulture and landscape construction.
4. Ability to read and interpret design and construction drawings, specifications, as well as other contract documents.
5. Excellent writing, communication, interpersonal and organizational skills.
6. Proficiency in Microsoft Word and Excel.
7. Valid New York State Driver license.

How to Apply

All Applicants

Click Here to Apply: [Field Representative for Landscape Construction](#) OR

Go to cityjobs.nyc.gov and search for Job ID# 765179.

All applicants must apply via cityjobs.nyc.gov. The City is no longer using ESS to accept applications.

***Current City Employees please include your ERN on your cover letter and resume.**

POST DATE: 01/09/2026

POST UNTIL: 02/06/2026

NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request. If you have any questions regarding this vacancy or require a reasonable accommodation during the application process, please call the Human Resources Division at (212) 830-7851.

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115

For information about applying for Civil Service Exams go to: [Civil Service Exams - Department of Citywide Administrative Services \(nyc.gov\)](#)