

## CITY OF HAYWARD

### LANDSCAPE ARCHITECT

#### DEFINITION

To provide technical review and consultation regarding all landscape beautification activities; and to review landscape development plans to ensure technical adequacy and compliance with overall landscape goals and regulations of the City.

#### DISTINGUISHING CHARACTERISTICS

Landscape Architect is the journey-level class fully qualified to perform the full range of landscape architectural functions. It is distinguished from architectural classes by the landscape nature of the assigned projects.

#### SUPERVISION RECEIVED AND EXERCISED

General direction is provided by the Planning Manager.

Assignments may require providing lead and indirect supervision to technical and clerical staff.

#### ESSENTIAL DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

1. Coordinates the City's landscaping beautification, open space, park dedication fee administration and tree preservation activities projects among City agencies, other governmental agencies, contractors, interested civic organizations and individuals in the community.
2. Reviews landscape plans prepared for development applications and by outside consultants, other public agencies and City departments.
3. Administers the City's tree preservation, park dedication, and street tree planning and develops and drafts amendments to the relative ordinances.
4. Consults with administrators regarding major landscapes, architectural plans, and related projects and issues.
5. Makes personal appearances before the Planning Commission and community groups to discuss and promote public understanding of City landscape architectural projects and beautification efforts.

6. Performs field inspections on work in progress to assure proper interpretation of plans and compliance with specifications.
7. Performs special assignments and projects dealing with landscape beautification.
8. Designs small City landscape projects.
9. Oversees consultants retained to assist the landscape efforts of the Planning Division.

## QUALIFICATIONS

### Knowledge, Abilities, and Skills

- A. Knowledge of principles, techniques, and methods of landscape and landscape irrigation system design, installations, and maintenance.
- B. Knowledge of the use and adaptability requirements of both native and cultivated plants, shrubs, and trees in different landscaping situations.
- C. Knowledge of common plant diseases and pests and standard methods and procedures used in their control and eradication.
- D. Knowledge of construction and maintenance methods, materials, and equipment.
- E. Ability to review detailed landscape plans including profiles, sketches, color renderings and specifications.
- F. Ability to explain technical information concerning landscaping matters and to effectively coordinate community groups to attain a desired landscaping goal.
- G. Ability to prepare detailed reports and present information in a complete and effective manner.
- H. Ability to make effective presentations before community groups and establish sound public relations.
- I. Ability to work effectively with other administrative officials, contractors, employees and the general public.
- J. Ability to analyze situations accurately and take effective action.
- K. Knowledge of computer applications.

LICENSES AND CERTIFICATES: Possession of a Certificate of Registration as a Landscape Architect in the State of California.

EXPERIENCE AND EDUCATION

Experience:

Three years of responsible and varied professional landscape architectural experience.

Education:

Equivalent to a Bachelor's Degree from an accredited college or university with major course work in landscape architecture.

SPECIAL REQUIREMENTS

Essential duties require the ability to work in a standard office environment, subject to travel to various locations and participation in meetings to conduct City business during day and evening hours.

PROBATIONARY PERIOD: One year.

753CS

December, 1980

Revised: July 2001

APP Group: 4

FPPC Status: Designated

FLSA Status: Exempt