

**City of San José
CLASS SPECIFICATION**

TITLE: Structure/Landscape Designer II (3842)

CLASS CODE: 3842		
DEPARTMENT: Varies	ACCOUNTABLE TO:	FLSA STATUS: Exempt

CLASS SUMMARY: Under general supervision, performs a variety of professional work of moderate difficulty in municipal public works construction or maintenance projects. Performs related work as required.

DISTINGUISHING CHARACTERISTICS:

This is the second level in a four-level professional series and is flexibly staffed with the Structure/Landscape Designer I class. Incumbents perform a variety of professional work of moderate difficulty in the investigation, development, construction, and maintenance of municipal projects, under general supervision of an Associate Structure/Landscape Designer or Senior Architect/Landscape Architect. This class differs from the class of Structure/Landscape Designer I in that incumbents of the latter perform entry level professional work under immediate supervision and are in training to handle more responsible assignments. This class differs from the next higher class of Associate Structure/Landscape Designer in that incumbents of the latter class are responsible for complete major municipal construction and design projects and perform work of considerable difficulty under direction.

QUALIFICATIONS

Education and Experience

Graduation from an accredited College or University with a Bachelor's Degree in the designated specialty and one (1) year of increasingly responsible professional experience at a level equivalent to Structure/Landscape Designer with the City of San Jose.

Acceptance by the State of California for professional registration testing may be substituted for the degree. Proof of acceptance must be provided at the time of application.

Licensing Requirements

Possession of a valid California driver's license may be required.

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Minimum Knowledge, Skills and Abilities:

- Knowledge of the principles and practices of the desired discipline.
- Knowledge of the strengths, properties and uses of materials of construction.
- Knowledge of the ability to perform varied drafting assignments.
- Knowledge of supervision principles and practices.
- Knowledge of legal contractual terminology and ability to analyze and review legal documents.
- Ability to write clear and concise reports.
- Ability to perform analysis for code compliance.
- Ability to prepare estimates, designs, plans and specifications.
- Ability to supervise technical staff.
- Ability to perform entry level research work and prepare technical reports.
- Ability to coordinate project management and to administer consultant contracts.
- Ability to develop and prepare technical reports.
- Ability to direct the inspection of facilities under construction or repair.
- Ability to communicate effectively, both orally and in writing.
- Ability to prepare master and detailed plans, construction specifications and cost estimates, sketches and color renderings.
- Ability to establish and maintain effective working relationships with others.

DUTY NO.	TYPICAL CLASS ESSENTIAL DUTIES Duties may include, but are not limited to, the following:	FRE-QUENCY
1.	Plans work and supervises sub-professional workers in field investigation and surveys in the course of routine project development	
2.	Reviews, analyzes and computes field data.	
3.	Prepares designs, plans and specifications for conformance to established standards and directs the inspections of facilities under construction or repair.	
4.	Consults with public and private consultants, contractors, and owners relative to construction and maintenance of public works facilities as assigned.	

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5.	Prepares technical reports requiring research.	
6.	Coordinates project management by overseeing, controlling and guiding construction of project.	
7.	Prepares or reviews plans and specifications, prepares bidding documents, solicits bids, awards contracts, administers the contract, interprets plans and specifications, resolves field problems, gives final inspection and follows through with acceptance of project.	
8.	Administers consultant agreements.	
9.	Issues and reviews legal documents such as construction agreements, bonds, insurances, and fees.	
10.	Designs building projects to comply with all applicable codes and regulations.	
11.	Develops schematic and preliminary building design concepts.	
12.	Prepares reports and Council memos for City projects.	
13.	Participates in coordinating a full range of project management activities necessary to take a project from project definition through design, public bidding, construction and to completion of the project.	
14.	Coordinates projects with other City departments, flood control districts, other public agencies and community groups and citizen organizations.	
15.	Provides analysis and cost estimates of construction.	

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16.	Licensed Architects and Landscape Architects may be responsible for signing off and approving construction plans and drawings for professional landscape architecture work.	As Required
17.	Performs other duties of a similar nature or level.	

PHYSICAL REQUIREMENTS

	Climbing		Kneeling		Crawling
	Balancing		Lifting	X	Reaching
	Stooping	X	Fingering	X	Standing
X	Talking		Grasping	X	Walking
X	Hearing		Feeling		Pushing
	Crouching				

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

CLASSIFICATION HISTORY

(01/03)

Formerly Landscape Architect II (UR) & Building Project Specialist II
3842s001