



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

CITYWIDE JOB VACANCY NOTICE: Job ID No. 688451

Office Title: Assistant Landscape Architect

Civil Service Title: Assistant Landscape Architect **Title Code No:** 21310 **Level:** NA

Salary: \$64,242 - \$73,878

Number of Positions: 3

Work Location: Olmsted Center, Queens

NYC Parks is an award-winning city agency that designs and builds public spaces for New Yorkers to connect, play and enjoy. These public spaces, representing 30,000 acres or 14% of the city's land, encompass natural areas, parks, playgrounds, beaches, ballfields, basketball courts, athletic fields and pools.

The Landscape Architecture unit in the Capital Division is the creative force that imagines and defines the aesthetics and usage of new and refurbished public spaces. These designs impact neighborhood growth, public health and fun in communities throughout the five boroughs of New York City. Selected candidates will have the opportunity to work on a wide gamut of assignments from a local park refurbishment to a complete redesign of newly acquired properties.

This position is a wonderful opportunity for a self-starter to deepen their design experience. This position will be part of a team made up of experienced design professionals working on a breadth of design projects, diverse in scale and complexity.

NYC Parks is one of the country's largest employers of landscape architects. You will enjoy the camaraderie found at Parks while working for the public good. NYC Parks offers competitive pay and a generous benefits package that includes pension, excellent health benefits, competitive vacation/sick days and a healthy work-life balance.

Major Responsibilities

- Under supervision, perform landscape architectural work of moderate difficulty and responsibility for the Capital Projects Division.
- Prepare landscape architectural contract drawings, specifications and estimates of quantities.
- Investigate and propose solutions to problems of grading, spatial organization and site utilization.
- Assist or lead the design development of existing conditions analysis, landscape plans and proposed additions.
- Assess and monitor progress of construction by reviewing and approving shop drawings and resolving design conflicts.

Qualification Requirements

1. A bachelor's or 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 of Higher Education Accreditation (CHEA) and one year of full-time satisfactory experience in landscape architectural work; or
2. A valid New York Registration as a Landscape Architect.

Note: Landscape Architects with out-of-state registration are welcome to apply provided that reciprocal New York State registration is obtained prior to hire.

This position is exempt from NYC residency requirements.

Preferred Skills/Qualifications

1. Proven ability as a contributing team member on landscape architectural projects.
2. Excellent communication and interpersonal skills, organizational abilities and self-motivation.
3. Portfolio demonstrates proficiency in AutoCAD, Photoshop, Illustrator and 3D Rendering (link on resume to digital portfolio preferred).
4. Adept at creating presentations in InDesign and PowerPoint.
5. Proficiency in Microsoft Word and Excel.

How to Apply

All Applicants

Click Here to Apply: [Assistant Landscape Architect](#) OR

Go to cityjobs.nyc.gov and search for Job ID# 688451.

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 and Job ID# 688451 on your cover letter and resume.*

POST DATE: 11/15/2024

POST UNTIL: 12/02/2024

NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request.

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 \(nyc.gov\)](#)