

**ASSISTANT LANDSCAPE ARCHITECT**

**General Statement of Duties and Responsibilities**

Under supervision, performs landscape architectural work of moderate difficulty and responsibility; may supervise subordinate personnel; may operate a motor vehicle; performs related work.

**Examples of Typical Tasks**

Supervises a small squad, unit or group engaged in the performance of landscape architectural work, including work in design, construction supervision, inspection and testing and tracing and drafting.

Investigates, and proposes solutions to major problems, including problems with grading, spatial organization and site utilization.

Conducts and supervises research, investigations and studies related to the landscape architectural functions and activities of a department or agency.

Uses various methods and technologies to prepare, develop and/or review landscape architectural materials, including drawings, maps, design plans and interpretive detail sketches or layouts, related to large and small scale landscape architectural plans for the construction, remodeling or repair of public works, grounds, structures or installations.

Prepares and reviews specifications, estimates of quantities of materials required, contract drawings and cost estimates for landscape architectural projects. Reviews shop drawings.

C - XI  
LANDSCAPE ARCHITECT  
OCCUPATIONAL GROUP [185]

CODE NO. 21310

ASSISTANT LANDSCAPE ARCHITECT (continued)

Examples of Typical Tasks (continued)

Participates in and may supervise the design, inspection, construction, demolition and/or alteration of premises with respect to the performance of grading, planting and other landscaping operations, to insure compliance with contracts, drawings, specifications, codes, resolutions, statutes, rules, regulations, acceptable techniques and established standards of landscape architectural practice, and in connection with the issuance of certificates of occupancy or other requisite or pertinent permits. Reviews or examines plans for such purposes.

Participates in, and may supervise, inspection or testing operations and installations in a laboratory, manufacturer's plant, or on a job site by observing, checking and certifying materials and equipment to be incorporated in public works, plants, grounds or structures.

Participates in, and may supervise, the operation and maintenance of public works and the preparation of recommendations for alterations or repairs of public works, plants, grounds or structures.

Qualification Requirements

1. A Bachelor's or a Master's degree in Landscape Architecture from an accredited college and one year of full-time satisfactory experience in landscape architectural work; or
2. A valid New York State Registration as a Landscape Architect.

C - XI  
LANDSCAPE ARCHITECT  
OCCUPATIONAL GROUP [185]

CODE NO. 21310

ASSISTANT LANDSCAPE ARCHITECT (continued)

Qualification Requirements (continued)

Note:

A Motor Vehicle Driver License valid in the State of New York may be required for certain assignments. If required, this license must be maintained for the duration of the assignment.

Direct Lines of Promotion

From: None.

To: Landscape Architect  
(21315) #

# Possession of a valid New York State Registration as a Landscape Architect is required for promotion to Landscape Architect.