

CITY OF CHATTANOOGA
Classification Specification Title: Landscape Architect 1

Department: Public Works

Pay Grade: GS.10

Supervision Received From: Manager Water Quality

FLSA Status: Exempt

Supervisory Responsibility For: None

Established: 4/30/15

**Revision Dates: 4/2/25
10/20/23**

CLASSIFICATION SUMMARY:

Incumbents in this classification are responsible for research and development of the content, code, standards, and performance of landscape and vegetated Best Management Practices (BMPs). Primary tasks include instructing designers, developers, builders, and the general public on green infrastructure/low impact development processes and techniques. Responsibilities include providing assistance in landscape architectural design and drafting, and assistance in the review of architectural, civil engineering and landscape architectural plans. Work requires limited supervision and the use of independent judgment and discretion.

SERIES LEVEL:

The Landscape Architect 1 is the first classification in a two part series in the Land Development Division.

ESSENTIAL FUNCTIONS:

(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)

Reviews architectural, civil engineering, and landscape architectural plans for compliance with applicable local, state, and federal codes, ordinances, laws, regulations, and industry standards. Investigates existing conditions, issues, and performs a site analysis of landscape architectural project sites; and conducts field inspections of projects and construction.

Provides information and technical assistance concerning code requirements to ensure timely and accurate communication between the general public (including designers, developers, contractors, and property owners) and internal departments, applicable Boards and Commissions, external agencies, and/or other interested parties to synchronize activities, review work, exchange information, and resolve problems.

Produces technical and training materials supporting the initiatives related to the National Pollutant Discharge Elimination System (NPDES) Permit.

Act as the City's technical expert in vegetation, landscape performance, and land management.

Researches and informs the City staff and the general public on the best-vegetated practices. Supports and assists other landscape staff in plan review and inspection.

Participates in/on a variety of meetings, public forums, and/or other related groups in order to provide technical expertise, make presentations, and receive and convey information.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

DEPARTMENT SPECIFIC DUTIES (if any):

MINIMUM QUALIFICATIONS:

Bachelor's Degree in Landscape Architecture is required and one (1) to three (3) years of landscape architectural work experience; or any combination of equivalent experience and education. Water Quality experience preferred.

LICENSING AND CERTIFICATIONS:

Valid Driver's License

Special Police Commission Tennessee Erosion and Sediment Control Level I Certification required within six months of appointment.

Tennessee Erosion and Sediment Control Level II Certification preferred.

SUPPLEMENTAL INFORMATION:

Knowledge of customer service principles; municipal planning principles; land use planning principles; local government processes; floodplain management principles; landscape architectural, civil engineering, site planning and architectural design principles; principles and practices of urban planning and development; planning terminology, practices, and research methods; project management principles and practices; construction principles, practices, methods, and materials; surveying principles and practices; statistical and mathematical concepts; inspection procedures, applicable Federal, State, and Local laws, ordinances, codes, rules, regulations, policies and procedures.

Skill in using computers and related software applications, including Geographic Information System (GIS), AutoCAD, spreadsheet, presentation, mapping and graphic software applications; providing customer service; managing projects; interpreting planning and zoning programs; performing mathematical calculations in the analysis, planning, design, management, and stewardship of the natural and built environments; reading and interpreting a variety of technical plans, drawings and models, including architectural and engineering drawings and related documents; reading maps and scales; conducting research; analyzing and making appropriate recommendations on landscape and vegetation design and maintenance; implementation of design and construction documents for municipal construction projects; coordinating construction contract activities; writing reports and other documents; interpreting and applying applicable laws, ordinances, codes, rules, regulations, policies, and procedures; organizing, collecting, and analyzing data; report writing; creating and giving presentations; public speaking;

and, communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

PHYSICAL DEMANDS:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

WORK ENVIRONMENT:

Light Work: Exerting up to 20 pounds of force occasionally, and/or up-to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work. Incumbents may be subjected to fumes, odors, dust, and extreme temperatures.

SPECIAL REQUIREMENTS:

Safety Sensitive: N

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.