

## CITY OF CORAL SPRINGS Classification Description

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**CLASSIFICATION TITLE:** Landscape Architect  
**FUNCTIONAL AREA:** Development Services / Community Development

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### WORK OBJECTIVE:

Professional, technical work of a difficult and responsible nature involving landscape design for City owned properties and assigned private properties related to public development projects. An employee in this classification is responsible for preparing and revising landscape plans for City projects including designs for streetscapes, parking lots, City parks, municipal buildings, and private properties related to City beautification projects. Work is performed with discretion for independent judgment on routine work assignments under the direction of the Zoning Review Officer, and is reviewed based on observation and evaluation of results achieved, conferences, and reports.

### ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Prepares and revises landscape design and construction plans and related documents utilizing conventional business and design methods and related computer software including Auto-CAD and GIS.
- Creates conceptual landscape and irrigation sketches and drawings from field observations to prepare plans for park entrances, trail systems, and overall layouts for trees, shrubs, and ground covers.
- Gathers, consolidates, interprets, and evaluates technical data.
- Researches and compiles engineering information for use in conceptual study and design preparation.
- Reviews documents and sites to ensure landscape designs are in compliance with applicable zoning and development codes.
- Prepares project specifications, scope of work, bills of materials, and construction estimates.
- Assists in construction observation, note-taking, and photography at job sites to ensure adherence to approved construction documents.
- Assists in obtaining requests for proposals, developing purchase requisitions and purchase orders, and obtaining permits and applications for water meters as necessary.
- Coordinates with other landscape architects, planners, engineers, general contractors, vendor representatives, and the general public as necessary to collect data and resolve technical issues, questions, and concerns.

### MINIMUM QUALIFICATIONS:

#### **Education / Certifications / Experience –**

Graduation from an accredited college or university with a Bachelor's Degree in Landscape Architecture, Horticulture, or related field and three (3) to four (4) years professional experience in preparing commercial landscape plans, and must possess certification as a Landscape Architect in the State of Florida; or an equivalent combination of education, training, and experience. Possession of a valid State of Florida driver license and have an acceptable driving record.

#### **Knowledge, Skills, & Abilities –**

Knowledge of the principles and practices of modern landscape architecture.

## **Landscape Architect**

Knowledge of trees, shrubs, and groundcover plant species commonly used in local and regional commercial landscapes.

Knowledge of growth characteristics and future maintenance requirements for materials specified in landscape designs.

Knowledge of irrigation systems.

Some knowledge of plant insect and disease problems.

Ability to prepare artistic renderings and complete plans detailing landscape installations.

Ability to create low-maintenance landscape designs incorporating xeriscaping principles.

Ability to read and interpret construction blueprints and City Codes and Ordinances.

Ability to compile, analyze, and present data clearly, both verbally and in writing.

Ability to utilize a personal computer and related software applications including Auto-CAD, GIS, word processing, spreadsheets, and electronic mail.

Ability to establish and maintain effective working relationships with other City employees, developers, the general public and other governmental agencies.

### **PHYSICAL REQUIREMENTS:**

Tasks involve the ability to exert very moderate physical effort in light work, typically involving some combination of sitting, standing, use of fingers, and repetitive motions, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

### **ENVIRONMENTAL REQUIREMENTS:**

Tasks are performed in outdoor environments. Due to the nature and location of the work environment, tasks include potential for intermittent exposure to disagreeable elements, e.g., heat, humidity, inclement weather. Some tasks include working in and around moving vehicles and associated vehicle/equipment areas, where heightened awareness to surroundings and observance of established safety precautions is essential in avoidance of injury or accidents.

The City of Coral Springs is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Coral Springs provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.