



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

## CITYWIDE JOB VACANCY NOTICE: Job ID No. 578118

**Office Title:** Senior Architectural Designer

**Civil Service Title:** Associate Urban Designer

**Title Code No:** 22124

**Level:** I

**Salary:** \$89,677- \$96,000

**Number of Positions:** 1

**Work Location:** Olmsted Center, Queens

NYC Parks is an award-winning city agency that designs, builds, and preserves public spaces for New Yorkers.

The Architecture Unit in the Capital Division designs, restores and/or modernizes existing or new Parks structures, ranging from a new recreation center to a historic house renovation. This work impacts neighborhood growth, public health and recreation in communities throughout New York City. NYC Parks offers competitive pay and a generous benefits package, including pension, excellent health benefits, competitive vacation/sick days and a healthy work-life balance.

### Major Responsibilities

- Under direction of a Registered Architect, develop designs and bid documents for new buildings and adaptive re-use of existing structures. Produce high quality construction documents for bidding and construction.
- Manage consulting architects and engineers to produce high quality designs.
- Produce designs that result in elegant, efficiently constructed and durable buildings.
- Manage all phases of project development from scope definition through construction administration.
- Ensure assigned projects meet approved budgets and schedules.
- Develop construction estimates and project schedules for supervisor's approval.
- Ensure all projects meet or exceed Americans with Disabilities Act (ADA) requirements, NYC Building Code requirements and other applicable regulations.
- Develop "green" or sustainable design elements to implement into project work.
- Review designs with agency staff including engineers, landscape architects, engineers, construction staff and maintenance personnel.
- Present projects to other governmental agencies and departments, contractors and their representatives, consultants, community members and the general public, as required.

### Qualification Requirements

1. A baccalaureate degree in architecture from an accredited college and two (2) years of full-time experience in planning, design, research, investigations and/or studies related to urban design development programs; or
2. Education and/or experience which is equivalent to "1" above. However, a baccalaureate degree in architecture is required of all candidates. Graduate work leading to an advanced degree in architecture, urban design or city planning may be substituted for experience on a year-for-year basis.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam, or Westchester counties required for employees with over two years of city service. New York City residency required within 90 days of hire for all other candidates.

### Preferred Skills/Qualifications

1. Bachelor's or master's degree in architecture, historic preservation or related discipline.
2. Strong knowledge of AutoCAD.
3. Excellent communication and organizational skills.
4. Knowledge of and experience with NYC construction regulations.
5. Knowledge of historic building technology.
6. Proficiency in Microsoft Word and Excel.
7. Knowledge of Adobe Creative Suite, PowerPoint and 3D modeling programs.
8. A driver license valid in New York State.

### How to Apply

#### Parks Employees:

- 1) From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Careers and search for **Job ID# 578118**. Do not access **ESS** using [nyc.gov/ess](https://nyc.gov/ess) from a Parks computer.

#### Parks & City Employees:

- 2) From a Non-Parks computer: Access Employee Self Service (ESS) by going to [nyc.gov/ess](https://nyc.gov/ess) or use this link: <https://a127-ess.nyc.gov/>. Once in ESS, go to Careers and search for **Job ID# 578118**.

Include your ERN and **Job ID# 578118** on your cover letter and resume.

#### All other applicants:

Click here to apply: [Senior Architectural Designer](#) OR

Go to [nyc.gov/careers/search](https://nyc.gov/careers/search) and search for **Job ID# 578118**.

**POST DATE: 03/10/2023**

**POST UNTIL: 04/07/2023**

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

[nyc.gov/parks](https://nyc.gov/parks)

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115