Project Design Specialist I

CLASS TITLE
PROJECT DESIGN SPECIALIST I
PROJECT DESIGN SPECIALIST II
PROJECT DESIGN SPECIALIST III

CLASS CODE
2255
2256
2257

SALARY GROUP
B18
B19
B20

SALARY RANGE
$39,521 - $64,449
$42,244 - $68,960
$45,158 - $73,788

GENERAL DESCRIPTION
Performs routine (journey-level) architectural assistance work. Work involves providing assistance in architectural work in an office, laboratory, or field setting. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED
Performs architectural fieldwork in areas such as surveying, inspection, and construction.
Performs drafting and design functions.
Assists in providing quality and quantity analyses of architectural materials.
Assists in preparing conceptual and preliminary drawings and specifications for restoration and new construction projects.
Assists with preparing and reviewing reports.
Assists in receiving, reviewing, and maintaining files of materials and prepares appropriate reports.
Assists in reviewing projects for compliance with the National Historic Preservation Act.
Assists in reviewing, monitoring, or designing construction or remodeling projects.
Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION
Experience in architectural work. Graduation from an accredited four-year college or university with major coursework in architecture or a related field is generally preferred. Experience and education may be substituted for one another.
KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of architectural principles, techniques, and procedures.

Skill in the use of standard tools of the profession and in interpreting architectural plans and specifications.

Ability to perform drafting and design functions.