

SHADLEY ASSOCIATES

Job Description for LANDSCAPE DESIGNER

Design and Construction Drawings

- Produces design studies and develops design concepts prepared by self and others
- Utilizes problem-solving skills, such as isolating and defining problem areas, and developing different and viable conceptual solutions
- Knows techniques and appropriate uses of different graphic styles, and can produce presentation sketches and renderings
- Understands the stages of design process and their importance to project development
- Becomes familiar with regulatory codes, especially ADA legislation
- Understands construction documentation and can select different materials appropriately
- Produces technical drawings

Specifications, Cost Estimates and Reports

- Develops familiarity with specification use and organization, contributes to research and prepares drafts as requested
- Understands cost estimating techniques and practices, and contributes to cost estimating as requested
- Develops efficiency and effectiveness with written documentation of project development

Construction

- Is capable of tree tagging
- Develops proficiency with typical construction phase services and tasks and with construction phase organization, such as submittal logs and review of submittals and shop drawings

Management

- Develops accuracy in estimating time for task completion through practice, monitors own time and develops judgement related to appropriate time expenditures per task
- Is aware of project fees and deadline dates relative to fees and tasks
- Meets commitments, accepts direction and contributes to team

Marketing

- Becomes familiar with SHADLEY ASSOCIATES' project portfolio and design philosophy
- Is aware of importance of self as a representative of SHADLEY ASSOCIATES. Is aware of the potential of every product developed as a marketing tool, and provides materials for marketing
- Looks for marketing opportunities and assists with preparation of marketing materials as requested

Professional Traits

- Demonstrates clear thinking, diligence, enthusiasm, dedication, competence, organization, and a willingness to take on any task cheerfully