



Project Design Specialist I

Salary Group: B18

Class Code: 2255

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
PROJECT DESIGN SPECIALIST I	2255	B18	\$39,521 - \$64,449
PROJECT DESIGN SPECIALIST II	2256	B19	\$42,244 - \$68,960
PROJECT DESIGN SPECIALIST III	2257	B20	\$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.