



Project Design Specialist II

Salary Group: B19

Class Code: 2256

<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 complex (journey-level) architectural assistance work. Work involves performing architectural assistance work in an office, laboratory, or field setting. May provide guidance to others. Works under general supervision, with moderate 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.

Performs quality and quantity analyses of architectural materials.

Prepares conceptual and preliminary drawings and specifications for restoration and new construction projects.

Evaluates historic sites to ascertain their condition and prepares reports describing conditions, deficiencies observed, recommended work, and associated costs.

Receives, reviews, and maintains files of materials and prepares appropriate reports.

Reviews projects for compliance with the National Historic Preservation Act.

Assists in preparing and providing presentations.

May recommend and coordinate activities to produce a more effective program.

May provide input into developing policy and procedure manuals.

May provide guidance to others.

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, to communicate effectively, and to provide guidance to others.