

JOY KUEBLER

Landscape Architect, PC

Job Title: Sr. Landscape Architect
Reports to: President and CEO
Department: Landscape Design
FLSA Status: Exempt
Comp Package TBD
Date last revised: May 12, 2010

Position Summary and Overview:

The Senior Landscape Architect at JKLA is responsible for overall development and execution of several diverse landscape and site design project/s with construction budgets ranging from ten thousand to two million dollars. Landscape Architect is the project manager keeping project on schedule and within budget and the primary contact for client. He/ She works closely with President, CFO and other JKLA team members, existing clients and all vendors or outside service providers.

Essential Duties and Responsibilities:

- Project manager on respective accounts. Utilizes written communications and process based approach.
- Executes deliverable production including project site analysis, precedent research, renderings, presentations and project specifications.
- Responsible for drafting Schematic Design, Design Development and Construction Document drawings.
- Use of AutoCAD, Adobe Creative Suite and SketchUp applications imperative.
- Estimating and project tracking abilities
- Candidate should have experience and feel confident in making public presentations for project interviews, planning and zoning public hearings, etc.
- Candidate should have extensive field experience as well as experience with Construction Administration process and protocol.
- Candidate should possess strong grading and drainage skills, and strong plant knowledge for the North East region.
- Strong writing and proposal development skills.
- Design and detailing of site architectural elements beneficial.
- Maintain client relationship and service client needs
- May perform other duties as assigned.

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Essential Competencies: to perform the job successfully, an individual should demonstrate the following core competencies/behaviors:

1. **Active Listening** – Offers full attention when others are speaking. Listens actively, giving verbal such as paraphrasing and nonverbal cues to show interest.
2. **Conflict Management** Recognizes that conflict can be valuable part of the decision-making process. Comfortable with healthy conflict, and support and manage differences of opinion. Thwart destructive competition or friction and use consensus and collaboration to debate needed issues.
3. **Creativity** Generates original ideas, encourage new ways of thinking, explore options and develop innovative solutions. They challenge pre-existing conceptions and offer alternatives. They find new ways to look at old problems. They encourage others to challenge old assumptions and try innovative improvements.
4. **Organizing and Planning** Strong organizing and planning skills that allow them to be highly productive and efficient. Manages their time wisely and effectively prioritize multiple competing tasks. Plans, organizes and actively manage meetings for max productivity.
5. **Relationship Building** Understands that a primary factor in success is about establishing and maintaining productive relationships. Likes interacting with people and are good at it. Devotes appropriate time and energy to establishing networks. Initiates contacts readily and maintains them over time. Able to utilize relationships to facilitate business transactions.
6. **Self-Objectivity** Knows personal strengths and limitations and works toward correcting weaknesses. Aware of impact of own behavior on others. Values self knowledge and continually seeks to improve. Solicits feedback and uses it for self improvement.
7. **Team Player** Team oriented. Identifies with larger organizational team and role within it. Shares resources, responds to requests from other parts of the organization and supports larger legitimate organizational agendas as more important than local and personal goals.
8. **Technology Savvy** Uses technology and understands necessity of leveraging it to stay productive and competitive. Proactive in investigating and adopting new technologies to achieve competitive advantage.

Qualifications: the requirements listed below are representative of the knowledge, skill, and/or ability required to perform the job successfully.

- Bachelors Degree in Landscape Architecture a minimum; professional license preferred
- 8-10 years experience in landscape architecture
- Strong Plant Knowledge
- Competent in software such as AutoCAD , Adobe, Creative Suite and/or Sketch Up.
- Current design portfolio; sample proposal required
- Some travel

JKLA offers a competitive compensation and benefits package; flexible culture and dynamic learning environment. If interested, please send resume, cover letter, sample written proposal and landscape design, along with salary requirements to: careers@JKLAsudio.com EEO www.JKLAsudio.com