



Architect

Details

Job ID : 342

Title : Architect

Job Code : 1501

Salary : \$3,750.00 (Monthly)

Grade : 15

Tenured : YES

Job Departments

- Budget and Policy - Capital Construction

Purpose

SUPERVISES STAFF AND PROVIDES ARCHITECTURAL OVERSIGHT ON CONSTRUCTION/RENOVATION PROJECTS.

Required Qualifications

Education : 5 Year Degree and a Licensed Architect

Education Substitute : None

Experience : None

Job Skills/Abilities

- MICROSOFT OFFICE
- COMMUNICATION SKILLS
- TRAVEL STATEWIDE

Job Duties

- SUPERVISES STAFF AND JOB ASSIGNMENTS
- PROVIDES OVERSIGHT OF PLANNING, DESIGN, RENOVATION OR CONSTRUCTION PROJECTS
- PROVIDES ARCHITECTURAL SERVICE
- IMPLEMENT POLICIES
- ATTEND MONTHLY/WEEKLY MEETINGS ON CONSTRUCTION SITES
- ATTEND PROJECT DEVELOPMENT BOARD MEETINGS
- ASSISTS COURT OFFICIALS, COUNTY OFFICIALS, AND PROFESSIONAL SERVICE PROVIDERS IN RESOLVING ISSUES
- OTHER DUTIES AS ASSIGNED