

**STATE OF OHIO (DAS)**CLASSIFICATION  
SPECIFICATION**CLASSIFICATION SERIES:**

Landscape Architect

**SERIES NO.:**

8591

**MAJOR AGENCIES:**

Transportation

**EFFECTIVE DATE:**

02/26/2012

**SERIES PURPOSE:**

The purpose of the landscape architect occupation is to design & draft landscape architectural plans.

At the lower level, incumbents design & draft architectural plans under supervision of licensed architect.

At the higher level, incumbents design & draft final architectural plans.

At the highest level, incumbents act as project managers & lead workers.

**CLASS TITLE:**

Landscape Architect Aide

**CLASS NUMBER:**

85910

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The developmental level class works under general supervision & requires working knowledge of landscape architecture in order to analyze, evaluate, design & draft construction site features & project drawings under supervision of registered landscape architect.

**CLASS TITLE:**

Landscape Architect 1

**CLASS NUMBER:**

85911

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The full performance level class works under direction & requires considerable knowledge of landscape architecture in order to design & draft preliminary & final landscape architectural plans.

**CLASS TITLE:**

Landscape Architect 2

**CLASS NUMBER:**

85912

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The advanced level class works under general direction & requires thorough knowledge of landscape architecture in order to function as project manager & lead worker.

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| <b>CLASS TITLE:</b><br>Landscape Architect Aide | <b>CLASS NUMBER:</b><br>85910 | <b>BARGAINING UNIT:</b><br>13 |
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**EFFECTIVE DATE:**  
03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Under supervision of registered landscape architect, analyzes & evaluates existing & projected site features, designs & drafts complete construction drawings, researches & collects cultural, historical, geological & physical features pertaining to project sites & coordinates & plans seedings, sodding & spraying programs.

Attends meetings related to proposed projects; compiles data on & estimates cost of proposed projects; assists in site selection & evaluation for proposed programs & projects; assists & cooperates with co-workers in preparation of project construction or standard drawings.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of landscape architecture; calculus. Skill in operation of blue-print machine\*; map-o-graph\*; drafting\*. Ability to cooperate with co-workers on group projects; understand system of mechanical procedures; gather, collate & classify information about data, people or things; prepare meaningful, concise & accurate reports.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

3 courses or 9 mos. exp. in landscape architecture; 1 course or 3 mos. exp. in drafting; 1 course or 3 mos. exp. in calculus.

-Or equivalent of Minimum Class Qualifications for Employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

Not applicable.

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| <b>CLASS TITLE:</b><br>Landscape Architect 1 | <b>CLASS NUMBER:</b><br>85911 | <b>BARGAINING UNIT:</b><br>13 |
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**EFFECTIVE DATE:**

03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE:** (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Designs & drafts preliminary & final architectural plans, reviews agency &/or consultant plans & prepares &/or reviews project reports or specifications.

Evaluates, inspects & selects sites for programs & projects; performs topographic & layout surveys; develops reference materials for proposal evaluations.

Develops programs & program guidelines; directs implementation of programs; inspects material used for projects &/or instructs inspectors, consultants & other personnel in inspection techniques; estimates cost & requisitions material.

Meets with department officials to expedite department & consultant work; prepares correspondence to concerned officials about program objectives; advises engineers & assists in policy determinations.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of landscape architecture; drafting; geometry & trigonometry; physics. Skill in drafting. Ability to understand system of mechanical procedures; gather, collate & classify information about data, people or things; prepare meaningful, concise & accurate reports; cooperate with co-workers on group projects.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Registration as landscape architect per Section 4703.32 of Revised Code.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Annual renewal of registration as landscape architect.

**UNUSUAL WORKING CONDITIONS:**

Not applicable.

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| <b>CLASS TITLE:</b><br>Landscape Architect 2 | <b>CLASS NUMBER:</b><br>85912 | <b>BARGAINING UNIT:</b><br>13 |
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**EFFECTIVE DATE:**

03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Functions as project manager for assigned rest area projects which involves defining scope of work to be accomplished by consultant or in-house staff, establishing, monitoring & controlling project development schedules using critical path method & arranging & coordinating supplemental project activities (e.g., aerial photographic mapping, soil borings, field surveys, water well & wastewater plant site approvals), reports project progress, recommends action to ensure adherence to schedule & implements action as approved by supervisor, acts as lead worker (i.e., provides work direction & training) over all personnel assigned to rest area unit (e.g., design technician, landscape architect aide & lower-level landscape architect) engaged in development, design & preparation of project feasibility studies, location studies, rest area & landscaping components of project construction plans & specifications, monitors review of same when submitted by district offices or consultants & recommends revisions or acceptance & coordinates review with those being done by other units.

Conducts &/or monitors personnel assigned to conduct special studies regarding rest areas or landscaping activities & prepares or reviews & edits written reports of findings.

Meets with departmental officials & in cooperation with other departmental officials, meets with local officials & public to coordinate project & program activities.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of landscape architecture; supervisory principals/techniques\*; employee training & development\*. Skill in use of microcomputers\*. Ability to prepare meaningful, concise & accurate reports; gather, collate & classify information about data, people or things; review & edit landscape architecture part of construction plans & specifications; handle routine & sensitive inquiries from departmental & local officials.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Registration as landscape architect per Section 4703.32 of Revised Code; 6 mos. trg. &/or exp. in landscape architecture.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Annual renewal of registration as landscape architect.

**UNUSUAL WORKING CONDITIONS:**

Not applicable.