

**2023 A/E**

**Job Descriptions**

**Table of Contents**

The curated collection of actual descriptions used by leading architecture and engineering firms to source talent and manage employee performance.

**Copyright © 2023 by PSMJ Resources, Inc.**

The content of this manual is licensed for the personal use of the individual, or other designated company member, who paid to purchase it who has permission to copy for purposes of developing job descriptions.

Other than for this purpose, no part of this publication may be reproduced, or used in any form or by any means—graphic, electronic, or mechanical, including photocopying, recording, taping, or information storage and retrieval systems—without the written permission of the publisher.

PSMJ Resources’ material is protected by copyright. It is illegal under Federal law to make copies or faxes of the publication without permission—even for internal use. Violators risk criminal penalties and damages of up to $100,000.00 per offense. PSMJ Resources will pay a reward of up to $1,000.00 for actionable evidence of illegal copying or faxing.

All company names, product names, and service names listed in this publication may be trademarks of their respective companies.

**PSMJ Resources, Inc.
10 Midland Avenue**
**Newton, MA 02458**

**617‐965‐0055**
info@psmj.com
**www.psmj.com**

ISBN 1-55538-343-2
Manufactured in the United States of America

Table of Contents

***VOLUME 1***

[INTRODUCTION 1](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473273)

[SECTION 1: FIRM LEADERSHIP 14](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473274)

[ASSOCIATE PARTNER 15](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473275)

[CEO / PRESIDENT 17](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473276)

[CHIEF ADMINISTRATIVE OFFICER 23](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473278)

[CHIEF EXECUTIVE OFFICER 25](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473279)

[CHIEF MARKETING OFFICER 29](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473281)

[CHIEF OPERATING OFFICER 31](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473282)

[DIRECTOR OF OPERATIONS 36](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473285)

[MANAGING DIRECTOR 38](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473286)

[MANAGING PARTNER 43](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473287)

[PRESIDENT AND CEO 45](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473288)

[PRESIDENT / COO 49](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473289)

[PRINCIPAL 51](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473290)

[PRINCIPAL / CEO 66](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473296)

[PRINCIPAL / COO 69](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473297)

[PRINCIPAL I 72](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473298)

[PRINCIPAL II 78](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473300)

[SENIOR PRINCIPAL 84](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473302)

[VICE PRESIDENT 88](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473303)

[SECTION 2: FUNCTIONAL LEADERSHIP 92](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473304)

[ASSISTANT TECHNICAL SERVICES MANAGER 93](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473305)

[BIM MANAGER 95](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473306)

[CONTRACT ADMINISTRATOR 96](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473307)

[CREATIVE DIRECTOR 97](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473308)

[DESIGN DIVISION DIRECTOR 99](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473309)

[DIRECTOR OF ARCHITECTURE 102](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473310)

[DIRECTOR OF DESIGN 107](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473311)

[DIRECTOR OF GRAPHICS AND MARKETING 109](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473312)

[DIRECTOR OF INTERIOR DESIGN 111](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473313)

[DIRECTOR OF INTERIORS 114](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473314)

[DIRECTOR OF LAND USE PLANNING 116](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473315)

[DIRECTOR OF MARKETING 117](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473316)

[DIRECTOR OF MUNICIPAL SERVICES 119](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473317)

[DIRECTOR OF OPERATIONS 121](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473318)

[DIRECTOR OF STRUCTURAL ENGINEERING 125](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473320)

[DIRECTOR OF SURVEYING 130](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473321)

[DIVISION MANAGER 133](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473322)

[MANAGER OF CONSTRUCTION 135](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473323)

[MANAGER OF DESIGN AND ENGINEERING 137](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473324)

[MANAGER OF FACILITIES DEVELOPMENT 139](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473325)

[MARKETING MANAGER 141](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473326)

[PROJECT ADMINISTRATOR 143](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473327)

[SENIOR ENVIRONMENTAL MANAGER 145](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473328)

[TECHNICAL SERVICES MANAGER 148](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473329)

[VP OF ARCHITECTURE 150](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473330)

[SECTION 3: REGIONAL LEADERSHIP 152](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473331)

[BRANCH MANAGER 153](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473332)

[BRANCH MANAGER II 155](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473333)

[BRANCH MANAGER III 158](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473334)

[BRANCH / DIVISION ADMINISTRATOR 161](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473335)

[FACILITIES MANAGER 163](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473336)

[OFFICE MANAGER 165](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473337)

[REGIONAL MANAGER 171](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473340)

[REMOTE OFFICE MANAGER 172](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473341)

[SECTION 4: HUMAN RESOURCES 175](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473342)

[BENEFITS ANALYST 176](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473343)

[BENEFITS MANAGER 178](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473344)

[DIRECTOR OF HUMAN RESOURCES 182](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473346)

[HR GENERALIST 184](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473347)

[HR MANAGER 190](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473349)

[HUMAN RESOURCES ASSISTANT 192](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473350)

[HUMAN RESOURCES DIRECTOR 195](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473352)

[HUMAN RESOURCES GENERALIST 200](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473354)

[HUMAN RESOURCES MANAGER 204](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473356)

[SECTION 5: ACCOUNTING 209](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473359)

[ACCOUNTANT 210](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473360)

[ACCOUNTANT I 211](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473361)

[ACCOUNTANT II 213](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473362)

[ACCOUNTANT III 215](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473363)

[ACCOUNTANT IV 217](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473364)

[ACCOUNTANT (ACCOUNTS RECEIVABLE) 220](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473365)

[ACCOUNTING AND BILLING SPECIALIST 223](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473366)

[ACCOUNTING ASSISTANT 224](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473367)

[ACCOUNTING MANAGER 226](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473368)

[ACCOUNTING SPECIALIST 231](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473371)

[ACCOUNTING TECHNICIAN III 233](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473372)

[ACCOUNTING TECHNICIAN IV 235](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473373)

[ACCOUNTS RECEIVABLE ACCOUNTANT 238](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473374)

[ASSISTANT CONTROLLER 242](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473375)

[BILLING CLERK 246](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473378)

[BILLING SPECIALIST 248](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473379)

[CHIEF FINANCIAL OFFICER 249](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473380)

[COMPLIANCE ANALYST 255](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473383)

[CONTROLLER 257](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473384)

[FINANCIAL ADMINISTRATOR 263](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473387)

[FINANCIAL MANAGER 267](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473388)

[PROJECT FINANCIAL REPORTING SPECIALIST 271](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473389)

[PROJECT ACCOUNTANT 272](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473390)

[SENIOR ACCOUNTANT 278](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473393)

[SENIOR ACCOUNTANT OR SENIOR FINANCIAL ANALYST 282](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473395)

[STAFF ACCOUNTANT 285](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473396)

[SECTION 6: MARKETING AND BUSINESS DEVELOPMENT 288](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473397)

[ASSISTANT MARKETING COORDINATOR ROLE 289](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473398)

[BRAND AND MARKETING SPECIALIST 291](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473399)

[BUSINESS DEVELOPER 292](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473400)

[BUSINESS DEVELOPMENT ASSISTANT 294](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473401)

[BUSINESS DEVELOPMENT COORDINATOR 296](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473402)

[BUSINESS DEVELOPMENT MANAGER 301](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473404)

[BUSINESS DEVELOPMENT MANAGER I 305](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473405)

[BUSINESS DEVELOPMENT MANAGER II 309](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473406)

[BUSINESS DEVELOPMENT SPECIALIST 313](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473407)

[BUSINESS DEVELOPMENT / MARKETING COORDINATOR 314](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473408)

[BUSINESS DEVELOPMENT / MARKETING MANAGER 315](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473409)

[BUSINESS MANAGER 317](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473410)

[BUSINESS OFFICE MANAGER 322](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473412)

[BUSINESS SUPPORT COORDINATOR 323](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473413)

[BUSINESS / FINANCE ADMINISTRATOR 326](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473414)

[CLIENT SERVICES COORDINATOR 328](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473415)

[COMMUNICATIONS DIRECTOR 330](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473416)

[DESIGN MARKETING PROFESSIONAL 332](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473417)

[DIRECTOR OF BUSINESS DEVELOPMENT 334](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473418)

[DIRECTOR OF MARKETING AND COMMUNICATIONS 339](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473420)

[DIRECTOR OF PROJECT PLANNING 341](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473421)

[DIRECTOR OF SALES AND MARKETING 342](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473422)

[HOSPITALITY MARKET LEADER 344](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473423)

[MANAGER OF BUSINESS DEVELOPMENT 346](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473424)

[MARKET DIRECTOR 347](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473425)

[MARKETING DIRECTOR 349](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473426)

[MARKETING AND COMMUNICATIONS ASSOCIATE 351](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473427)

[MARKETING ADMINISTRATOR 353](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473428)

[MARKETING ASSISTANT 354](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473429)

[MARKETING ASSISTANT / RECEPTIONIST 357](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473430)

[MARKETING ASSOCIATE 359](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473431)

[MARKETING COORDINATOR 361](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473432)

[MARKETING MANAGER 383](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473443)

[MARKETING SPECIALIST 394](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473448)

[MARKETING SPECIALIST I 397](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473449)

[MARKETING SPECIALIST II 399](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473450)

[MARKETING SPECIALIST III 403](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473452)

[OUTBOUND MARKETING COORDINATOR 407](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473454)

[PROPOSAL COORDINATOR 409](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473455)

[SALES COORDINATOR 413](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473457)

[SENIOR MARKET SECTOR LEADER / PROJECT MANAGER 415](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473458)

[SECTION 7: ADMINISTRATIVE SUPPORT 418](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473459)

[ADMINISTRATIVE AND SPECIFICATION ASSISTANT 419](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473460)

[ADMINISTRATIVE ASSISTANT 421](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473461)

[ADMINISTRATIVE ASSISTANT (LEVELS I, II, III) 450](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473476)

[ADMINISTRATIVE ASSISTANT I 453](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473477)

[ADMINISTRATIVE ASSISTANT II 457](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473479)

[ADMINISTRATIVE ASSISTANT III 459](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473480)

[ADMINISTRATIVE ASSISTANT IV 461](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473481)

[ASSISTANT DOCUMENT MANAGER 464](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473482)

[DOCUMENT CONTROL ADMINISTRATOR 466](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473483)

[DOCUMENT CONTROL SPECIALIST 467](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473484)

[DOCUMENT MANAGER 469](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473485)

[EXECUTIVE ADMINISTRATIVE ASSISTANT 471](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473486)

[EXECUTIVE ASSISTANT 473](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473487)

[EXECUTIVE ASSISTANT/SECRETARY 483](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473491)

[EXECUTIVE SECRETARY 486](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473492)

[OFFICE CLERK 488](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473493)

[OFFICE SERVICES SUPERVISOR 489](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473494)

[RECEPTIONIST 490](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473495)

[RECEPTIONIST/ADMINISTRATIVE ASSISTANT 506](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473503)

[REPRODUCTION ASSOCIATE 508](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473504)

[SECTION 8: INFORMATION TECHNOLOGY 509](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473505)

[BIM COORDINATOR 510](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473506)

[BIM LEAD 512](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473507)

[BIM MANAGER 514](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473508)

[BIM / VDC MANAGER 517](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473509)

[BIM SPECIALIST 520](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473510)

[BIM TECHNICIAN 521](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473511)

[COMPUTER NETWORK MANAGER 525](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473513)

[CONTRACT DATA ANALYST 526](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473514)

[DIRECTOR OF BIM SERVICES 528](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473515)

[GIS ANALYST 530](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473516)

[GIS SPECIALIST 532](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473517)

[GIS SPECIALIST – DEVELOPER 533](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473518)

[GIS TECHNICIAN 534](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473519)

[GIS TECHNICIAN (LEVELS I, II AND III) 535](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473520)

[HELP DESK SUPPORT TECH 537](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473521)

[INFORMATION TECHNOLOGY MANAGER 540](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473522)

[INFORMATION TECHNOLOGY SERVICES ASSISTANT 543](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473523)

[INFORMATION TECHNOLOGY SERVICES MANAGER 545](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473524)

[IS&T COORDINATOR 547](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473525)

[IS&T SUPPORT 550](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473526)

[IT DIRECTOR 553](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473527)

[IT HELPDESK TECHNICIAN / WEB DESIGNER 555](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473528)

[IT MANAGER 556](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473529)

[IT SUPPORT 562](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473530)

[IT SUPPORT SPECIALIST I 565](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473531)

[IT SUPPORT SPECIALIST II 568](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473532)

[IT SUPPORT TECHNICIAN 570](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473533)

[IT HELPDESK / HELPDESK TECHNICIAN 572](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473534)

[S&T HELPDESK 573](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473535)

[SENIOR BIM TECHNICIAN 575](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473536)

[SOFTWARE DESIGN ENGINEER (LEVELS I, II, AND SENIOR) 577](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473537)

[SOFTWARE DEVELOPER 579](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473538)

[WEB AND DATABASE DEVELOPER – ENTRY LEVEL 581](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473539)

***VOLUME 2***

[**SECTION 9: PROJECT MANAGEMENT………………………………………………………………………………….** …..584](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473540)

[ARCHITECTURAL PROJECT MANAGER 585](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473541)

[ASSISTANT PROJECT MANAGER 587](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473542)

[ASSISTANT PROJECT MANAGER – WATER RESOURCES 593](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473544)

[AVIATION PLANNER 594](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473545)

[CIVIL PROJECT MANAGER 596](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473546)

[CONSTRUCTION CONTRACTS PROJECT MANAGER 599](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473547)

[DRINKING WATER PROJECT MANAGER 602](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473548)

[GRAPHIC DESIGN PROJECT MANAGER 603](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473549)

[INTERIORS PROJECT MANAGER 605](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473550)

[INTERIOR DESIGN PROJECT MANAGER 610](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473552)

[PROGRAM MANAGER 612](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473553)

[PROJECT COORDINATOR 614](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473554)

[PROJECT MANAGER 616](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473555)

[PROJECT MANAGER – CIVIL 661](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473570)

[PROJECT MANAGER – CIVIL, WASTEWATER, WATER 662](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473571)

[PROJECT MANAGER – ENVIRONMENTAL 663](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473572)

[PROJECT MANAGER (REAL ESTATE) 666](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473573)

[PROJECT MANAGER (URBAN LIVING) 669](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473574)

[PROJECT MANAGER / SENIOR PROJECT MANAGER 670](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473575)

[PROJECT MANAGER I 673](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473576)

[PROJECT MANAGER, LEVEL I 681](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473579)

[PROJECT MANAGER, LEVEL II 684](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473580)

[PROJECT MANAGER, LEVEL III 687](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473581)

[PROJECT MANAGER / LANDSCAPE DESIGNER III 690](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473582)

[PROJECT MANAGER / SAFETY MANAGER 693](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473583)

[SENIOR CIVIL PROJECT MANAGER 697](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473584)

[SENIOR LANDSCAPE PROJECT MANAGER 700](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473585)

[SENIOR PROJECT MANAGER 703](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473586)

[SENIOR PROJECT MANAGER I 723](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473592)

[SR. CIVIL ENGINEER / PROJECT MANAGER 728](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473593)

[WATER TEAM SENIOR PROJECT MANAGER 730](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473594)

[SECTION 10: ENGINEERS/SCIENCE 731](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473595)

[ASSISTANT TECHNICIAN 732](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473596)

[MEDIA & WEB COMMUNICATIONS SPECIALIST 733](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473597)

[CHIEF ELECTRICAL ENGINEER 735](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473598)

[CHIEF MECHANICAL ENGINEER 736](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473599)

[CHIEF STRUCTURAL ENGINEER 737](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473600)

[CIVIL ENGINEER 738](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473601)

[CIVIL ENGINEER I 743](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473604)

[CIVIL ENGINEER II 744](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473605)

[CIVIL ENGINEER III 746](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473606)

[CIVIL ENGINEER TECHNICIAN I 752](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473608)

[CIVIL ENGINEER TECHNICIAN II 754](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473609)

[CIVIL ENGINEER TECHNICIAN III 756](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473610)

[CIVIL TECHNICIAN 758](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473611)

[CIVIL/ENVIRONMENTAL ENGINEER 761](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473612)

[COASTAL ENGINEER/SCIENTIST 762](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473613)

[DAM ENGINEER 764](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473614)

[DESIGN ENGINEER 765](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473615)

[ELECTRICAL ENGINEER 768](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473616)

[ELECTRICAL ENGINEER (ASSOCIATE) 774](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473620)

[ELECTRICAL ENGINEER (SENIOR) 776](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473621)

[ELECTRICAL ENGINEER (SUPERVISORY) 778](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473622)

[ELECTRICAL ENGINEER I 780](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473623)

[ELECTRICAL ENGINEER IN TRAINING 782](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473624)

[ELECTRICAL ENGINEER/DESIGNER 783](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473625)

[ENGINEER IN TRAINING 788](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473626)

[ENGINEER - ENTRY LEVEL 790](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473627)

[ENGINEER I 794](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473628)

[SENIOR ENGINEER I 800](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473631)

[ENGINEER II 802](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473632)

[ENGINEER III 808](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473635)

[ENGINEER IV 817](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473639)

[ENGINEER V 820](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473641)

[ENGINEER VI 823](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473643)

[ENGINEER VII 826](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473645)

[ENGINEERING TECHNICIAN I 827](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473646)

[ENTRY LAB TECH 835](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473649)

[ENTRY LEVEL CIVIL ENGINEER 837](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473650)

[ENTRY LEVEL STORM WATER/STREAM ENGINEER 838](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473651)

[ENVIRONMENTAL CIVIL ENGINEER 840](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473652)

[ENVIRONMENTAL FIELD TECHNICIAN 841](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473653)

[ENVIRONMENTAL SCIENTIST 842](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473654)

[ENVIRONMENTAL SCIENTIST I 848](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473657)

[ENVIRONMENTAL SCIENTIST III 853](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473659)

[ENVIRONMENTAL SPECIALIST 857](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473660)

[EQUIPMENT DRIVER 859](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473661)

[EQUIPMENT PLANNER 861](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473662)

[FIELD DATA COLLECTION TECHNICIAN 863](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473663)

[FIELD TECHNICIAN (BIOLOGY) 865](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473664)

[GEOLOGIST 867](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473665)

[GEOLOGIST I 872](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473667)

[GRADUATE ENGINEER 875](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473668)

[LAB MANAGER 878](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473669)

[LEAD ENGINEERING TECHNICIAN 881](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473671)

[LEAD WASTEWATER PROJECT ENGINEER 883](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473672)

[MECHANICAL ENGINEER 884](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473673)

[MECHANICAL ENGINEER (ASSOCIATE) 889](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473675)

[MECHANICAL ENGINEER (SENIOR) 890](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473676)

[MEP ENGINEER 892](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473677)

[MECHANICAL ENGINEER (SUPERVISORY) 894](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473678)

[MECHANICAL ENGINEER I 895](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473679)

[MECHANICAL ENGINEER IN TRAINING 896](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473680)

[MECHANICAL TECHNICIAN I 897](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473681)

[PLUMBING ENGINEER/DESIGNER 898](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473682)

[PROFESSIONAL ENGINEER 902](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473683)

[PROJECT COORDINATOR 903](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473684)

[PROJECT ENGINEER 905](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473685)

[PROJECT ENGINEER - CIVIL 920](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473691)

[PROJECT ENGINEER (MID-LEVEL) 921](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473692)

[PROJECT ARCHITECT 922](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473693)

[PROJECT ENGINEER (WASTEWATER) 924](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473694)

[PROJECT ENGINEER (WATER) 925](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473695)

[PROJECT ENGINEER AND SENIOR PROJECT ENGINEER 926](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473696)

[PROJECT ENGINEER I / II 928](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473697)

[PROJECT TECHNICIAN I 930](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473698)

[PROJECT TECHNICIAN II 933](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473699)

[PROJECT TECHNICIAN III 936](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473700)

[SCIENTIST I 938](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473701)

[SCIENTIST II 940](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473702)

[SCIENTIST III 942](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473703)

[SCIENTIST IV 944](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473704)

[SCIENTIST VI 946](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473705)

[SENIOR CIVIL ENGINEER 949](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473706)

[SENIOR COASTAL ENGINEER / SCIENTIST 950](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473707)

[SENIOR DESIGN ENGINEER 952](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473708)

[SENIOR ELECTRICAL ENGINEER 955](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473709)

[SENIOR ENGINEER 959](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473711)

[SENIOR ENGINEER - MECHANICAL 964](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473713)

[SENIOR ENGINEER MANAGER 965](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473714)

[SENIOR ENGINEERING TECHNICIAN 968](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473715)

[SENIOR ENVIRONMENTAL GEOLOGIST 970](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473716)

[SENIOR HYDRAULICS ENGINEER 971](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473717)

[SENIOR PROJECT ENGINEER 973](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473718)

[SENIOR SCIENTIST 978](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473720)

[SENIOR TECHNICAL CONSULTANT 981](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473721)

[SENIOR TECHNICIAN 984](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473722)

[SIGNAL ENGINEER – RAIL 988](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473724)

[SR ENGINEER COASTAL LEAD 990](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473725)

[SR. CIVIL PROJECT ENGINEER 992](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473726)

[SR. ELECTRICAL ENGINEER 993](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473727)

[SR. ENGINEER (STRUCTURAL) 996](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473728)

[SR. ENGINEERING DESIGNER 997](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473729)

[SR. ENVIRONMENTAL SCIENTIST 998](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473730)

[SR. STORM WATER ENGINEER 999](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473731)

[SR. TECHNICIAN 1000](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473732)

[STAFF CIVIL ENGINEER 1001](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473733)

[STAFF ENGINEER 1002](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473734)

[STAFF ENGINEER (ELECTRICAL) 1011](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473738)

[STAFF ENGINEER (WASTEWATER) 1012](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473739)

[STAFF ENGINEER (WATER) 1013](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473740)

[STRUCTURAL ENGINEER 1014](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473741)

[STRUCTURAL TECHNICIAN I 1020](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473745)

[TECHNICAL SPECIALIST 1021](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473746)

[TECHNICIAN 1022](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473747)

[WASTEWATER ENGINEER 1023](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473748)

[WATER RESOURCES ENGINEER 1024](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473749)

[WATER RESOURCES ENGINEER/GEOMORPHOLOGIST 1026](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137473750)

***VOLUME 3***

[Section 11: Architects, Interiors, Landscape, and Surveyors 1028](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477175)

[ARCHITECT 1029](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477176)

[ARCHITECT (AIA ARCHITECT I) 1034](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477179)

[ARCHITECT (ASSOCIATE) 1040](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477180)

[ARCHITECT (SENIOR) 1041](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477181)

[ARCHITECT (SUPERVISORY) 1042](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477182)

[ARCHITECT / JOB CAPTAIN (3‐6 YEARS) 1043](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477183)

[ARCHITECT I 1044](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477184)

[ARCHITECT II 1048](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477185)

[ARCHITECT III 1058](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477189)

[ARCHITECT, LEVEL I 1065](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477191)

[ARCHITECTURAL ASSOCIATE 1068](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477192)

[ARCHITECTURAL DESIGNER 1071](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477193)

[ARCHITECTURAL DESIGNER I 1073](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477194)

[ARCHITECTURAL DESIGNER II 1077](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477196)

[ARCHITECTURAL DESIGNER III 1086](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477199)

[ARCHITECTURAL DRAFTER 1093](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477201)

[ARCHITECTURAL SPECIFICATION WRITER 1095](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477202)

[ARCHITECTURAL STAFF II 1097](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477203)

[ARCHITECTURAL TECHNICIAN 1099](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477204)

[ASSOCIATE ARCHITECT 1102](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477205)

[ASSOCIATE PRINCIPAL ARCHITECT 1107](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477206)

[DESIGN SPECIALIST 1109](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477207)

[DESIGN SPECIALIST II 1110](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477208)

[DESIGNER I 1111](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477209)

[EQUIPMENT SPECIALIST 1112](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477210)

[INTERIOR ARCHITECT (IA) 1113](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477211)

[INTERIOR DESIGN COORDINATOR 1115](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477212)

[INTERIOR DESIGN DIRECTOR 1117](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477213)

[INTERIOR DESIGNER 1122](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477214)

[INTERIOR DESIGNER (ENTRY LEVEL) 1128](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477218)

[INTERIOR DESIGNER (ID) 1129](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477219)

[INTERIOR DESIGNER II 1131](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477220)

[INTERIOR DESIGNER LEVEL I 1134](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477222)

[INTERIOR DESIGNER LEVEL II 1137](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477223)

[INTERIOR DESIGNER LEVEL III 1140](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477224)

[INTERMEDIATE ARCHITECT (AIA ARCHITECT II) 1143](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477225)

[INTERMEDIATE ARCHITECT 1146](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477226)

[INTERMEDIATE ARCHITECT DESIGNER 1148](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477227)

[INTERMEDIATE INTERIOR DESIGNER 1151](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477228)

[JUNIOR ARCHITECT 1154](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477229)

[JUNIOR DESIGNER 1156](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477230)

[JUNIOR INTERIOR DESIGNER 1159](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477231)

[LEAD ARCHITECT (LA) 1162](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477232)

[PROJECT ARCHITECT 1164](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477233)

[PROJECT DESIGNER I 1179](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477240)

[SENIOR ARCHITECT 1182](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477241)

[SENIOR ARCHITECT DESIGNER 1189](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477245)

[SENIOR ASSOCIATE ARCHITECT 1191](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477246)

[SENIOR INTERIOR DESIGNER 1196](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477247)

[SENIOR ARCHITECT DESIGNER 1202](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477249)

[SR. INTERIOR DESIGNER 1204](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477250)

[STAFF ARCHITECT 1211](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477252)

[Section 12: Landscape Architecture 1214](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477254)

[LANDSCAPE ARCHITECT 1215](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477255)

[LANDSCAPE ARCHITECT I 1224](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477259)

[LANDSCAPE ARCHITECT II 1227](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477260)

[LANDSCAPE ARCHITECT III 1230](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477261)

[LANDSCAPE ARCHITECT IV 1235](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477263)

[LANDSCAPE ARCHITECT PRACTICE LEADER 1239](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477264)

[LANDSCAPE COORDINATOR 1240](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477265)

[LANDSCAPE DESIGNER 1241](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477266)

[LANDSCAPE DESIGNER I 1244](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477267)

[LANDSCAPE DESIGNER II 1247](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477268)

[LANDSCAPE TEAM MEMBER 1249](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477269)

[PROJECT LANDSCAPE ARCHITECT 1250](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477270)

[SENIOR LANDSCAPE ARCHITECT 1252](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477271)

[Section 12: Construction 1254](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477272)

[CONSTRUCTION INSPECTOR 1255](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477273)

[CONSTRUCTION OBSERVER (ENTRY-LEVEL) 1257](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477274)

[SENIOR CONSTRUCTION MANAGER 1258](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477275)

[CONSTRUCTION OBSERVER (ENTRY-LEVEL) 1262](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477276)

[Section 14: Surveying 1263](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477277)

[GEOMATICS SURVEY TECH I 1264](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477278)

[GEOMATICS SURVEY TECH II 1265](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477279)

[GEOMATICS SURVEY TECH IV 1266](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477280)

[JOB CAPTAIN 1267](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477281)

[JUNIOR CREW CHIEF 1270](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477282)

[LAND SURVEYOR ASSISTANT 1271](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477283)

[LAND SURVEYOR I 1273](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477284)

[LAND SURVEYOR II 1278](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477286)

[LAND SURVEYOR III 1280](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477287)

[LAND SURVEYOR IV 1282](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477288)

[LAND USE PLANNER 1285](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477289)

[PARTY CHIEF 1286](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477290)

[PARTY CHIEF I 1289](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477291)

[PARTY CHIEF II 1292](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477292)

[PROFESSIONAL LAND SURVEYOR 1295](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477293)

[PROJECT SURVEYOR 1296](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477294)

[RLS (LAND SURVEYOR) 1298](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477295)

[SENIOR LAND SURVEYOR 1300](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477296)

[SURVEY CREW CHIEF 1303](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477297)

[SURVEY CREW MEMBER 1308](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477301)

[SURVEY DATA COLLECTION TECHNICIAN 1309](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477302)

[SURVEY DEPARTMENT MANAGER 1311](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477303)

[SURVEY MANAGER 1314](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477304)

[SURVEY TECHNICIAN 1320](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477306)

[SURVEY TECHNICIAN (LEVELS I, II, AND SENIOR) 1325](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477308)

[SURVEY TECHNICIAN I 1327](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477309)

[SURVEY TECHNICIAN II 1328](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477310)

[SURVEY TECHNICIAN III 1330](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477311)

[SURVEYOR CREW CHIEF 1332](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477312)

[UTILITY LOCATION INSTRUMENT OPERATOR 1334](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477313)

[Section 15: Graphics and Design 1337](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477314)

[CAD Technician 1338](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477315)

[BIM/CAD TECHNICIAN 1339](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477316)

[CAD DESIGNER 1340](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477317)

[CAD DESIGNER I 1341](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477318)

[CAD DESIGNER II 1343](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477319)

[CAD MANAGER 1345](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477320)

[CAD TECHNICIAN 1350](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477322)

[CAD TECHNICIAN I 1357](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477326)

[CAD TECHNICIAN II 1363](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477330)

[CAD TECHNICIAN III 1371](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477334)

[CAD TECHNICIAN TRAINEE 1375](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477336)

[DESIGN ENGINEER 1377](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477337)

[DESIGNER 1380](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477338)

[DESIGNER (ASSOCIATE) 1387](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477342)

[DESIGNER (SENIOR) 1388](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477343)

[DESIGNER (SUPERVISORY) 1390](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477344)

[DESIGNER I 1392](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477345)

[DESIGNER II 1396](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477347)

[DESIGNER III 1398](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477348)

[DESIGNER/ DESIGN TECHNICIAN 1400](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477349)

[DIRECTOR OF DESIGN 1401](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477350)

[DIRECTOR OF INTERIOR DESIGN 1403](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477351)

[DRAFTS PERSON 1 1406](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477352)

[DRAFTER I 1408](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477353)

[DRAFTER II 1411](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477354)

[DRAFTER III 1414](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477355)

[ELECTRICAL DESIGNER 1417](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477356)

[ELECTRICAL DESIGNER (ASSOCIATE) 1422](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477359)

[ELECTRICAL DESIGNER (SENIOR) 1424](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477360)

[ELECTRICAL DESIGNER (SUPERVISORY) 1426](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477361)

[GRAPHIC DESIGNER 1428](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477362)

[GRAPHIC DESIGNER I 1434](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477366)

[GRAPHIC DESIGNER II 1435](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477367)

[INTERMEDIATE PRODUCTION STAFF 1436](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477368)

[JOB CAPTAIN 1438](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477369)

[MECHANICAL DESIGNER (ASSOCIATE) 1440](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477370)

[MECHANICAL DESIGNER (SENIOR) 1442](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477371)

[MECHANICAL DESIGNER (SUPERVISORY) 1444](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477372)

[PROJECT DESIGNER (LEVELS I AND II) 1446](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477373)

[REVIT TECHNICIAN 1448](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477374)

[SENIOR ARCHITECTURAL DESIGNER 1449](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477375)

[SENIOR CAD DESIGNER 1451](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477376)

[SENIOR CAD TECHNICIAN 1455](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477378)

[SENIOR GRAPHIC DESIGNER 1458](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477379)

[SENIOR URBAN DESIGNER 1459](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477380)

[STRUCTURAL DESIGNER 1460](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477381)

[STRUCTURAL DESIGNER (ASSOCIATE) 1465](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477384)

[STRUCTURAL DESIGNER (SENIOR) 1466](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477385)

[STRUCTURAL DESIGNER (SUPERVISORY) 1468](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477386)

[STRUCTURAL DESIGNER I 1470](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477387)

[STRUCTURAL DESIGNER II 1472](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477388)

[URBAN DESIGNER I 1474](file:///C%3A%5CUsers%5CJessie%5CDocuments%5CAE%20Job%20Descriptions%20Volume%202.docx#_Toc137477389)

**Copyright © 2023 by PSMJ Resources, Inc.**

All rights reserved. No part of this publication may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying and recording, or by any information storage or retrieval system without the prior written permission of the publisher.

PSMJ’s material is protected by copyright. It is illegal under Federal law to make copies or faxes of the publication without permission—even for internal use.

Violators risk criminal penalties and damages up to $100,000 per offense. PSMJ will pay a reward of up to $2,000 for actionable evidence of illegal copying (print or electronic) or faxing.

PSMJ Resources, Inc.

10 Midland Avenue

Newton, MA 02458

Phone: 617-965-0055

Email: customerservice@psmj.com

[**www.psmj.com**](http://www.psmj.com/)