CITY OF SAN ANTONIO
JOB ANNOUNCEMENT
111 Plaza De Armas, San Antonio, Texas 78205
Phone No. (210) 207-8108 Job Line (210) 207-7280

CITY ARCHITECT

The City of San Antonio is recruiting for a City Architect. Under administrative direction, this position is responsible for performing professional management level work responsible for the overall management and implementation of all City architectural designs and construction projects. Exercises direct supervision over professional staff members.

Essential job functions will include, but are not limited to the following: Supervises, trains, and evaluates assigned personnel. Negotiates consultant contracts and fees on complex building projects. Prepares financial feasibility studies and construction cost estimates used to establish and control budget cost. Evaluates cost on change order proposals for acceptance and/or negotiation. Directs and provides bidding and construction management inspections during all phases of City projects. Advises management and department heads on design concepts, construction, and maintenance issues. Directs firms and multi disciplinary groups of professional architects, engineers, and contractors engaged to provide work for the City. Authorizes payments to consultants based on inspection of work performed. Represents the City at meetings with community groups, committees, and boards. Manages and updates the City's Public Building Master Plan used to manage expansion, renovation, and new construction. Designs, draws, and writes technical specifications for City projects. Sets design, phasing, and construction time schedules. Conducts presentations for large and small groups. Coordinates and provides leadership on special projects as assigned. Performs related duties and fulfills responsibilities as required.

This position requires the successful candidate have a Bachelor's Degree from an accredited college or university with preferable coursework in Engineering, Mathematics, or a related field. Six years of increasingly responsible experience as a professional architect, including two years of administrative and supervisory responsibility. No substitution for education allowed. Must be licensed to practice as a Registered Architect in the State of Texas. Any applicant selected for employment with the City of San Antonio will be required to submit to pre-employment drug testing with a verified negative result and will be required to undergo a background check as a condition to employment. Applicants may also be required to submit writing samples or other work samples.

Salary range is $ 69,732 - $100,416. Starting salary is negotiable depending upon education and qualifications. This position is an "unclassified" position and has no disciplinary appeal rights to the Municipal Civil Service Commission. This position is likewise subject to at-will employment status, and can be terminated at any time for any reason.

Apply with cover letter, resume, and references to City of San Antonio Human Resources Department, Attention: Dorothy Burnley, Human Resources Analyst, P.O. Box 839966, San Antonio, TX 78283. Interested applicants are encouraged to apply immediately. Candidate information may also be submitted in-person Monday through Friday (excluding holidays) from 7:30 AM to 5:15 PM, at the Human Resources Department located at 111 Plaza de Armas. **Open until filled.** For additional information contact Dorothy Burnley at (210) 207-4437.

The City of San Antonio is an Equal Opportunity Employer.