

LANDSCAPE DESIGNER/ PROJECT MANAGER

3+ Years of Experience

SUMMARY

Moss Landscaping is an award-winning, full-service landscape firm serving the Greater Houston area, including River Oaks, Memorial, West University and The Woodlands. Our team of landscape architects and designers work closely with our clients from conceptual design through installation and assist with everything from planting enhancements to materials selection. We believe in quality and insuring our clients' investments, while continuing to add value to the property long after the original installation. Our landscape architects/ designers serve as project managers and oversee every step of the construction process as well as coordination of all subcontractors.

DUTIES + RESPONSIBILITIES

- Developing conceptual designs from initial client communication and creating formal presentations and necessary documents for construction
- Organize and manage all aspects of each project
- Establish strong client relationships built on trust and high standard of quality
- Coordination of necessary departments for each project including: construction, irrigation, drainage, maintenance, chemical and tree services
- Prepare and present proposals for all aspects of each project
- Conduct site analysis and gather necessary measurements for each project as well as preparation of existing site conditions
- Analyze and monitor installation budgets; manage each projects with efficiency and expectation of a final cost review

KNOWLEDGE, SKILLS + ABILITIES

- Team oriented and able to offer support on special projects where needed
- Knowledge of applicable laws and regulations, such as neighborhood deed restrictions and permitting processes for Houston municipalities
- Knowledge of occupational hazards and safety precautions
- Able to communicate effectively, both orally and in writing
- Ability to build and maintain cooperative working relationships with architects, contractors and engineers as necessary
- Ability to prepare layouts with details and as-built plans in AutoCAD/Land F/X for department projects

PHYSICAL REQUIREMENTS + WORK ENVIRONMENT

- Involves light to moderate work in most types of weather
- Includes frequent standing, walking, sitting and active movement throughout the day

MINIMUM QUALIFICATIONS:

- 3+ years of experience in landscape design/ project management
- Valid Texas driver's license or ID