

## **Landscape Details – East Hampton, NY**



### **Landscape Architect/Project Manager**

#### **Job Scope**

This position manages high end residential projects for world famous Landscape Architects and designers. One must have design-build, build or construction experience and be able to meet with Landscape Architects, builders and homeowners, as well as prepare, review and approve construction documents. Being detail-oriented, self-motivated and able to meet deadlines is essential for this role.

The following job skills and abilities are required for the successful fulfillment of this very essential position, and to meet the company's expectations:

1. Accurately comprehend plans and working drawings, including applications, construction details and specifications for the project.
2. Evaluate and comprehend site conditions including grading and drainage, soils, horticulture, buildings and roads.
3. Able to confidently present proposals to clients, dealing with inquiries and negotiating any amendments.
4. Contact and coordinate manufacturers and vendors as needed.
5. Liaising with other professionals on the project. Keeping open lines of communication with all parties involved in the design and its implementation.
6. Timely review of proposals and project accounting.
7. Lead project meetings as necessary to help coordinate the successful completion of job with division managers.
8. Proficiency in Microsoft Office, as well as, strong verbal and written communication skills, plant knowledge and attention to detail a must.

Landscape Details' success is built on a foundation of solid client relationships. Our team offers an unmatched level of sophistication and imagination to every project. Known for building some of the most notable landscape projects on the East End, our firm has grown because of our dedication to excellence and our unparalleled commitment to realizing each clients' vision.

We are a career-driven team of licensed professionals seeking like-minded individuals to join our firm. We take pride in cultivating and choosing candidates who are serious, career-driven professionals with the utmost attention to detail.

We offer a competitive salary, great benefits and a beautiful work environment. This is a great opportunity for the right individual to cultivate and advance their career. Please send your resume and work samples to [hr@landscapedetails.com](mailto:hr@landscapedetails.com). Visit us on the web [www.landscapedetails.com](http://www.landscapedetails.com).