

## DUTIES DESCRIPTION RECORD

<b>DEPARTMENT</b>				
<b>TITLE</b>	SENIOR ARCHITECT "A"		<b>DDR</b>	95-79271
<b>CLASS CODE</b>	7927	<b>CLASS TITLE</b>	SENIOR ARCHITECT	

### SUMMARY DUTIES

Perform complex administrative and architectural work as head architect. Manage a comprehensive design and construction management program for LADWP new facility construction and major renovations and refurbishments of existing facilities.

### ILLUSTRATIVE DUTIES

Direct multiple groups of architectural and engineering employees engaged in various disciplines and developing studies, designs, details, specifications, and estimates in connection with new construction, alteration, repair, and development of a variety of LADWP buildings and related equipment. Manage architectural policy and final approval of plans.

Check and approve architectural style, design, and plans for mechanical features such as plumbing, heating and air-conditioning, and electrical features such as lighting. Correlate mechanical, electrical, structural, and other engineering features with architectural design and layout. Direct the preparation of cost estimates for proposed new construction, alterations, and repairs. Collect and compile data on the condition of building sites, relationships between buildings, architectural style and fitness, locations, characteristics of quality of materials used, and the economics of various types of construction.

Participate in architectural and engineering contract negotiations. Coordinate and approve designs for LADWP projects prepared by contract architects and engineers. Direct the preparation of plans and specifications for contract work in connection with new construction, alterations, and repairs. Approve plans and specifications for distribution.

Resolve difficult architectural, engineering, and administrative problems. Advise LADWP management and Board of Commissioners on planning for building projects. Perform related duties.