

HDC (161)-HR/IU/2019/147

28th October 2019

**Assistant Landscape Architect**

**Planning & Development**

**MINIMUM QUALIFICATION & REQUIREMENT**

1. Bachelor’s Degree or MNQF Level 7 Qualification in relevant field
2. Relevant experience in the field will be an added advantage

**OVERALL SCOPE**

Carrying out overall works related to Landscaping. Assist in preparation of landscaping guidelines and technical drawings. Assist in approval of landscape designs and implementing guidelines.

**SCOPE OF WORK**

* Liaise with physical planning & municipal personnel and architects on landscape projects.
* Prepare detailed drawing based on concepts from planning, the specifications and cost estimates for landscape development.
* Analyze conditions such as site location, drainage, or structure location for environmental reports or landscaping plans.
* Inspect landscape work to ensure compliance with specifications, evaluate quality of materials or work, or advise clients or construction personnel.
* Prepare conceptual drawings, graphical drawings of proposed plans for landscape development.
* Work closely and collaborate with architects, physical planning personnel on maximizing the aesthetic features of land surrounding buildings or structures
* Develop planting plans and assist landscape team in garden productively or achieve particular aesthetic effects.
* Identify and recommend appropriate sustainable materials for use in landscape designs, such as using recycled wood or recycled concrete boards for structural elements or recycled tires for playground bedding.
* Carry out any other relevant miscellaneous tasks assigned by HoS/HoD with respect to the job scope

**JOB SKILLS AND SPECIFICATIONS**

* Drafting / AutoCAD and other 3D design software skills.
* Able to read and interpret engineering drawings and specifications.
* Should be effectual communicator verbally as well as through writing skills.
* Should be able to work as an individual and as a flexible team player.
* Should be able to work through flexible hours
* Should be able to priorities tasks and manage one's own time effectively.

**SALARY PACKAGE:**

Gross Salary between 16,250.00 to 18,125.00 based on qualification and experience.

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**Application Address**

Housing Development Corporation Ltd.

HDC Building

Ground Floor

Phone: +960 3353535

Fax: +960 3358892

Email: [hr@hdc.com.mv](mailto:hr@hdc.com.mv)

Website: [www.hdc.com.mv](http://www.hdc.com.mv)

**Application Process:**

Download ([www.hdc.com.mv](http://www.hdc.com.mv/downloads/corporate.php) ) or pick up an Application Form from our office and submit completed application form with your CV, copies of accredited certificates, Job reference letters, **Police Report** (required to submit if shortlisted for interview) and ID card or Driver’s License copy

**Application Deadline: Date: 05th November 2019 (Tuesday) Time: 14:00hrs**

**JOB VACANCY**