

# Landscape Manager

**OUR MISSION...** *To provide a clean, comfortable, and safe environment on Capitol Hill.*

The Georgia Building Authority (GBA) is responsible for all services associated with the management of 36 buildings and various facilities located in the Capitol Hill Complex in Atlanta, Georgia, including the Georgia State Capitol building and the Governor's Mansion in northeast Atlanta. GBA provides maintenance, renovations, housekeeping, landscaping, food service, event catering, recycling, parking, and building access services to state employees housed in GBA-managed facilities.

Job Information
<b>Job Type:</b> Full Time
<b>Number of Vacancies:</b> 1
<b>Unit:</b> Landscape
<b>Pay Grade:</b> SWD 17
<b>Hiring Salary Range:</b> \$55,000.00 - \$62,000.00
<b>Location:</b> Atlanta, GA
<b>Opens:</b> March 12, 2015

**Closes:** April 30, 2015  
(Must be received by 5 p.m.)

To obtain the detailed job description or applicants who require accommodations for the application process should contact

404-463-5668 or e-mail

[hr-email@spo.ga.gov](mailto:hr-email@spo.ga.gov)

*GBA will attempt to meet reasonable accommodation request whenever possible.*

**INTERESTED? Here's What You Need:**

Email **resume** in Microsoft Word/PDF format to [hr-email@spo.ga.gov](mailto:hr-email@spo.ga.gov)

To ensure proper routing/handling of your credentials, copy/paste or type the following in the subject line of your email:

[Landscape Manager](#)



**Website:** [www.gba.ga.gov](http://www.gba.ga.gov)

Position Overview
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**Duties:** Under limited supervision manages all phases of the landscape program for Capitol Hill and the Governor's Mansion. Provides guidance for landscape planning and design by evaluating and maintaining plants, supplies, and equipment; and managing staff. Manages Motor Pool functions and oversees recycle operations.

**Minimum Qualifications (Agency Specific):**

Bachelor of Science degree in Horticulture, or Bachelor's degree in landscape architecture or related field, four (4) years of experience in grounds maintenance and two (2) years of supervisory experience OR seven (7) years of experience in grounds maintenance and four (4) years of supervisory experience. Must have a valid Georgia Driver's License and meet the agency's requirements to be an authorized driver.

**Preferred Qualifications (Agency Specific):** Preference will be given to applicants who in addition to meeting the minimum qualifications possess one or more of the following:

- State of Georgia Register Landscape Architect License

If applying for a position that requires a degree, an official college transcript must be furnished. Only educational credentials from an accredited institution will be considered. GBA will select the most qualified applicants for an interview; only those selected for interviews will be updated on position status.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

**Due to a large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone. No notifications will be sent to applicants except to those who are selected for interviews.**

**This job announcement may be extended or may close at any time once a satisfactory applicant pool has been identified.**