



UNITED STATES DISTRICT COURT DISTRICT OF HAWAII

JOB ANNOUNCEMENT 08-05

Position Title: ARCHITECT/PROJECT MANAGER (Full-time, temporary, year and a day position with the possibility of extension, subject to continued federal funding.)

Location: United States District Court
Honolulu, Hawaii

Classification/Salary Range: CL-29 (Step 1 \$68,621- Step 61 \$111,521) includes 25% COLA, which is subject to change. Starting salary commensurate with qualifications, experience, and budgetary considerations.

Closing Date: September 12, 2008, or until position is filled. Position available on October 1, 2008.

The United States District Court for the District of Hawaii is accepting applications for the position of Architect/Project Manager to assist the court with managing a major renovation of the audio visual equipment in four courtrooms and also managing other various remodeling and tenant alterations in the courthouse.

Major Duties and Responsibilities: The incumbent provides services related to all aspects of space planning, construction and post-occupancy troubleshooting for projects ranging from minor renovation projects to major renovation of the courthouse. The incumbent is responsible for coordinating and monitoring multiple space planning, design, and construction projects of varying scope and scale simultaneously to ensure budgetary and scheduling restrictions are adhered to and comply with stated objectives. Incumbent will have contact with judges, senior management staff of the district, professionals and individuals at all levels.

Minimum Education/Experience Requirements: A Bachelor's degree in architecture or related field received from an accredited college or university and a minimum of five (5) years of progressively responsible project management work experience in the architectural, and/or construction disciplines is required. Licensed architect preferred. Work experience must have demonstrated applicant's major role in the successful completion of complex architectural projects involving the development of design programs, space planning, review of construction documents and estimates, and resolution of related issues from preliminary design through construction. Applicant must be proficient with CAD, WordPerfect and spreadsheet applications. The successful applicant also must possess and demonstrate strong organizational and interpersonal skills, present a professional image and demeanor, and exercise appropriate discretion in dealing with confidential information.

Preferred Experience: Knowledge of the U.S. Courts Design Guide and the GSA Facilities Standards for the Public Buildings Service (GSA P-100) regulations. Experience with courthouse or other public sector construction projects.

Desirable Qualifications, Knowledge, Skills and Abilities: Ability to review, analyze, and challenge design and construction estimates. Familiarity with industry standard cost estimating. Ability to work well with diverse teams and coordinate multiple tasks and responsibilities. Ability to understand and explain

policies and procedures; negotiate fees and costs; manage and coordinate services required for space delivery. Ability to develop creative solutions to difficult problems within policy guidelines and funding restrictions. Ability to work under pressure with tight deadlines. Recognition of the need for the business of the court to be conducted with decorum and expediency.

Conditions of Employment: All application information is subject to verification. Applicants must be U.S. citizens or eligible to work in the United States. The successful candidate is hired provisionally, pending the results of an FBI background investigation and fingerprinting. In addition, the incumbent must satisfactorily complete a six (6) month probationary period. All employees of the federal judiciary are "at-will" employees in the excepted service. As such, employment may be terminated by either the employer or employee, with or without cause. Judiciary employees are required to adhere to a *Code of Conduct* that is available upon request. Electronic Fund Transfer for direct deposit of net pay is mandatory. **Relocation expenses will not be reimbursed.**

Classification Level/Salary Range: Court Personnel System Classification Level: CL-29. (GS/JSP 13 equivalent.) Salary Range: Step 1 (\$68,621) - Step 61 (\$111,521). Starting salary is commensurate with qualifications, experience and budgetary considerations. Salary includes 25% Cost of Living Allowance (COLA). The COLA rate is subject to change. Under current law, the COLA portion of an employee's salary is not taxed by the federal government but is taxed by the State of Hawaii.

Employee Benefits: Health and life insurance, retirement program, flexible benefits, supplemental dental/vision insurance, long term care insurance, disability insurance, 13 holidays, paid vacation and sick leave and transit/parking subsidy.

Federal Building Amenities: The federal complex boasts a cafeteria, gym, and day care center/preschool. We are a short walk to downtown restaurants, shops, post office and bus stops.

Community Attributes: Honolulu is a vibrant, multicultural community that embraces the spirit of aloha. Our housing market remains strong despite downward trends in the mainland market. Oahu is home to world class golf resorts, pristine beaches, beautiful hiking trails and glistening waterfalls. We are famous for many national treasures, including Diamond Head Crater, Hanauma Bay, Pearl Harbor, and Iolani Palace. Visit the Hawaii Visitors and Convention Bureau for more information at www.gohawaii.com.

APPLICATION PROCEDURE

For consideration, promptly submit a resume detailing education, work experience, employment dates and salary history, three (3) professional references, copy of professional license(s), and a cover letter describing applicant's role in prior space design and construction projects, to:

**ARCHITECT/PROJECT MANAGER #08-05
U.S. DISTRICT COURT
300 ALA MOANA BLVD., RM. C-338
HONOLULU, HI 96850**

The initial closing date is September 12, 2008. The position will remain open filled. Interviews will be scheduled as qualified candidates are identified. The court will only communicate with applicants invited for interviews. **Travel in connection with a personal interview will not be reimbursed.**

The U.S. District Court reserves the right to amend or withdraw any announcement without written notice to applicants. If a subsequent vacancy of the same position becomes available within a reasonable time of the original announcement, the court may elect to select a candidate from the original qualified applicant pool.

An Equal Employment Opportunity Employer