

All applications must be submitted online

[HERE](#)



Commonwealth of Pennsylvania Architectural Consultant

SALARY	\$78,925.00 - \$119,844.00 Annually	LOCATION	Beaver County, PA
JOB TYPE	Civil Service Permanent Full-Time	JOB NUMBER	CSSC-2026-59345-13330
DEPARTMENT	Historical & Museum Commission	DIVISION	HM Archre Prsvn Div
OPENING DATE	10/13/2026	CLOSING DATE	10/27/2026 11:59 PM Eastern
JOB CODE	13330	POSITION NUMBER	00000868
UNION	Non-Union	BARGAINING UNIT	B3
PAY GROUP	ST09	BUREAU / DIVISION CODE	00300340
BUREAU / DIVISION	Bureau of Management Services, Division of Architecture and Preservation	WORKSITE ADDRESS	270 16th Street
CITY	Ambridge, Pennsylvania	ZIP CODE	15003
CONTACT NAME	MegAnn Carey	CONTACT PHONE	717.772.2839
CONTACT EMAIL	mecarey@pa.gov		

THE POSITION

Do you have the architectural design, review, and technical consulting skills needed to provide long-range planning that will preserve historic sites and museums administered by the Pennsylvania Historical and Museum Commission (PHMC)? If so, consider joining this dynamic and diverse team within the Bureau of Management Services, Division of Architecture and Preservation in our responsibility for maintaining over 400 buildings in Pennsylvania. Apply today to put your passion for architecture and history to use, and become an essential member of our team!



Pennsylvania
Historical & Museum Commission

DESCRIPTION OF WORK

This position supports the planning, design, and review of construction and preservation projects at historic sites and museums across the Commonwealth. It helps ensure safe, well maintained facilities that follow building codes and

historic preservation standards. As an Architectural Consultant, you will perform the following duties:

- **Technical Guidance:** Provide advice on preservation projects, new construction, building code compliance, and modern construction methods
- **Site Evaluation:** Visit project locations to gather information, assess building conditions, and plan design approaches
- **Design Development:** Create design drawings, specifications, and cost estimates that follow state codes and project requirements
- **Project Coordination:** Work with staff, administrators, and outside professionals to support progress through all phases of a project
- **Document Review:** Examine design submissions and recommend revisions to meet standards and project goals
- **Construction Oversight:** Inspect renovation and construction work to ensure compliance with contract documents and preservation standards

Interested in learning more? Additional details regarding this position can be found in the [position description](#).

Work Schedule and Additional Information:

- Full-time employment
- Work hours are 8:00 AM to 4:30 PM, Monday - Friday, with a 60-minute lunch.
- **Telework:** You may have the opportunity to work from home (telework) part-time. In order to telework, you must have a securely configured high-speed internet connection and work from an approved location inside Pennsylvania. If you are unable to telework, you will have the option to report to the headquarters office in Harrisburg. The ability to telework is subject to change at any time. Additional details may be provided during the interview.
- **Salary:** In some cases, the starting salary may be non-negotiable.
- You will receive further communication regarding this position via email. Check your email, including spam/junk folders, for these notices.

REQUIRED EXPERIENCE, TRAINING & ELIGIBILITY

QUALIFICATIONS

Minimum Experience and Training Requirements:

- One year as an Architectural Designer 2 (Commonwealth job title or equivalent Federal Government job title, as determined by the Office of Administration); **or**
- Three years of professional architectural experience in building renovation or preservation and new construction for commercial, institutional, government, or educational buildings or structures, and a bachelor's degree in architecture, architectural engineering, or a closely related field which included major course work in architectural design; **or**
- An equivalent combination of experience and training.

Special Requirements:

- This position requires an active licensure as a registered architect by the Commonwealth of Pennsylvania or a reciprocal jurisdiction; or an active certification as issued by the National Council of Architectural Registration Boards (NCARB).

Other Requirements:

- This particular position also requires possession of a valid Class C Driver's License.
- You must meet the [PA residency requirement](#). For more information on ways to meet PA residency requirements, follow the [link](#) and click on Residency Guidelines.
- You must be able to perform essential job functions.

How to Apply:

- Resumes, cover letters, and similar documents will **not** be reviewed, and the information contained therein will not be considered for the purposes of determining your eligibility for the position. Information to support your eligibility for the position must be provided on the application (i.e., relevant, detailed experience/education).
- If you are claiming education in your answers to the supplemental application questions, you must attach a copy of your college transcripts for your claim to be accepted toward meeting the minimum requirements. Unofficial transcripts are acceptable.
- Your application must be submitted by the posting closing date. Late applications and other required materials will not be accepted.
- **Failure to comply with the above application requirements may eliminate you from consideration for this position.**
- All application materials and interview responses must reflect the applicant's own experience, qualifications, and work. Applicants may use generative AI tools for preparation purposes only. Use of AI to misrepresent or falsify information, or to assist during interviews, is not permitted. Review the [Guidance for Generative AI Tools & Job Seekers](#) for additional information.

Veterans:

- Pennsylvania law (51 Pa. C.S. §7103) provides employment preference for qualified veterans for appointment to many state and local government jobs. To learn more about employment preferences for veterans, go to www.pa.gov/agencies/employment/how-to-apply.html and click on Veterans.

Telecommunications Relay Service (TRS):

- 711 (hearing and speech disabilities or other individuals).

If you are contacted for an interview and need accommodations due to a disability, please discuss your request for accommodations with the interviewer in advance of your interview date.

The Commonwealth is an equal employment opportunity employer and is committed to a diverse workforce. The Commonwealth values inclusion as we seek to recruit, develop, and retain the most qualified people to serve the citizens of Pennsylvania. The Commonwealth does not discriminate on the basis of race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, disability, or any other categories protected by applicable federal or state law. All diverse candidates are encouraged to apply.

EXAMINATION INFORMATION

- Completing the application, including all supplemental questions, serves as your exam for this position. No additional exam is required at a test center (also referred to as a written exam).
- Your score is based on the detailed information you provide on your application and in response to the supplemental questions.
- Your score is valid for this specific posting only.
- You must provide complete and accurate information or:
 - your score may be lower than deserved.
 - you may be disqualified.
- You may only apply/test **once** for this posting.
- Your results will be provided via email.

Employer

Commonwealth of Pennsylvania

Address

613 North Street

Harrisburg, Pennsylvania, 17120

Website

<http://www.employment.pa.gov>

Architectural Consultant Supplemental Questionnaire

*QUESTION 1

Additional Requirement - Do you possess a current driver's license which is not under suspension?

- ☐ Yes
- ☐ No

*QUESTION 2

If you answered "Yes" to the above question, please provide your driver's license number and expiration date. If you answered "No", type N/A in the text box below.

*QUESTION 3

You must complete the supplemental question(s) below. Failure to provide complete and accurate information may delay the processing of your application or result in a lower-than-deserved score or disqualification. You **must** complete the application and answer the supplemental question(s). Resumes, cover letters, and similar documents will **not** be reviewed for the purposes of determining your eligibility for the position or to determine your score. All information you provide on your application and supplemental question(s) is subject to verification. Any misrepresentation, falsification or omission of material facts is subject to penalty. Read the question(s) carefully. Determine and select the option that most closely represents your highest level of experience/training/certification. The option you choose must be clearly supported if requested. **If you have read and understand these instructions, please click on the "Yes" button and proceed to the exam questions.** If you have general questions regarding the application and hiring process, please refer to our [FAQ page](#).

- ☐ Yes

*QUESTION 4

Do you possess an active licensure as a registered architect by the Commonwealth of Pennsylvania or a reciprocal jurisdiction; or an active certification as issued by the National Council of Architectural Registration Boards (NCARB)?

- ☐ Yes
- ☐ No

*QUESTION 5

If you answered yes to the above question, please provide your license number and expiration date in the text box below. If you answered no, type N/A in the text box below.

If you are claiming reciprocity, you must upload a copy of a current "Certificate Record" from the National Council of Architectural Registration Boards (NCARB) for this to be considered in the eligibility decision. You must attach any documents prior to the submission of your application by using the "Attachments" tab on the left. You will not be able to add documents to the application after it has been submitted.

*QUESTION 6

Have you been employed by the Commonwealth of Pennsylvania as an Architectural Designer 2 for one or more years full-time?

- ☐ Yes
- ☐ No

***QUESTION 7**

If you are claiming experience in the above question, please list the employer(s) where you gained this experience in the text box below. The employer(s) and a description of the experience must also be included in the appropriate sections of your application if you would like the experience to be considered in the eligibility decision. If you claimed you do not have experience, type N/A in the text box below.

***QUESTION 8**

How many years of full-time professional architectural experience do you possess in building renovation or preservation and new construction for commercial, institutional, government, or educational buildings or structures?

- ☐ 3 years or more
- ☐ 2 but less than 3 years
- ☐ 1 but less than 2 years
- ☐ Less than 1 year
- ☐ None

***QUESTION 9**

If you are claiming experience in the above question, please list the employer(s) where you gained this experience in the text box below. The employer(s) and a description of the experience must also be included in the appropriate sections of your application if you would like the experience to be considered in the eligibility decision. If you claimed you do not have experience, type N/A in the text box below.

***QUESTION 10**

How much graduate coursework have you completed in architecture, architectural engineering, or a closely related field which included major course work in architectural design?

If you are claiming credits/degree, you must upload a copy of your college transcript(s) for this education to be considered in the eligibility decision. Unofficial transcripts are acceptable. You must attach your transcript(s) prior to the submission of your application by using the "Attachments" tab on the left. You will not be able to add a transcript(s) to the application after it has been submitted.

If you answer this question based on education acquired outside of the United States, you must upload a copy of your foreign credential evaluation report. We can only accept foreign credential evaluations from organizations that are members of the National Association of Credential Services (NACES). A list of current NACES members can be found by visiting <https://www.naces.org> and clicking the Evaluation Services link.

- ☐ 30 credits or more
- ☐ Less than 30 credits
- ☐ None

* Required Question