



CITY OF ST. JOSEPH
invites applications for the position of:

Construction Inspector

SALARY:



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Construction Inspector

SALARY:
\$20.53/Hour

OPENING DATE: 07/26/21

CLOSING DATE: 09/20/21 11:59 PM

JOB SUMMARY/SCOPE:

Performs both residential and commercial inspections. Enforces compliance with various building and City codes and ordinances. No supervisory or budgetary responsibilities.

EXAMPLES OF DUTIES & RESPONSIBILITIES:

Essential Duties and Responsibilities

- PERFORMS residential and commercial construction inspections, including non-structural and structural, to ensure compliance with adopted City building codes, ordinances and policies.
- DOCUMENTS inspection results in written format to provide timely feedback to the customer and the City's support for updating of official records.
- INTERACTS and WORKS with residential and commercial building contractors, architects, engineers and the general public on matters pertaining to building codes and permit requirements for new construction, rehabilitation and removal of buildings.
- ENSURES all building inspections follow written and unwritten policies and procedures.
- INSPECTS new footings and foundations, driveways, sidewalks, land disturbances and ADA accessibility.
- REVIEWS plans for Building Development, as needed.
- INSPECTS in accordance with model Building Codes, Public Works guidelines and zoning requirements.
- INVESTIGATES complaints of building code violations; ISSUES summonses and TESTIFIES at administrative and hearings when necessary.
- INTERACTS with and provides information to the general public regarding building construction projects and the city sidewalk grant program.

Other Duties and Responsibilities

- PROVIDES backup for other Building Development inspectors when required.
- PROVIDES expert witness testimony for the City in dangerous building hearings and court cases as required.
- PARTICIPATES, as needed, in supporting formal board meetings and activities.
- PROVIDES recommendations to the Building Official which may result in decisions on code variances and/or change.
- PERFORMS all other related duties as assigned.

Employee Behavior and Conduct

City employees shall conduct themselves in a professional manner and shall exhibit and extend such professional conduct appropriate for the circumstances to those with whom they come into contact both internally and externally during the performance of their duties. Examples of professional conduct include, but are not limited to, being communicative, informative, fair, honest and respectful.

KNOWLEDGE, SKILLS & ABILITIES, MATERIALS & EQUIPMENT, WORKING ENVIRONMENT/PHYSICAL REQUIREMENTS:

Required (Essential) Knowledge, Skills and Abilities

- Skills in effective communication and experience in a construction related field.
- Knowledge of building codes pertaining to all aspects of building technology.
- Knowledge of building methodologies, materials and construction techniques.
- Knowledge of zoning laws.
- Knowledge of the electrical, plumbing and mechanical codes and laws pertaining to building and zoning.
- Ability to read and understand blueprints, and conduct field inspections of buildings.
- Valid driver's license required.
- Certification as a residential building inspector within one year and commercial building inspector within two years.
- Three to five years prior experience in related field preferred.

Materials and Equipment Directly Used

Use of standard office equipment and tools required in exercising inspection responsibilities. There may be times when use of personal vehicle will be required.

Working Environment/Physical Requirements

Works in a wide range of settings from an office setting within a controlled environment to field settings under varying environmental/meteorological conditions. Physical activities of climbing, walking over uneven surfaces/terrain and standing periods of one or more hours will be required. Some overnight or day travel may be required for business purposes. Vacation other leave scheduling shall be requested of and approved by the appropriate supervisor.

EDUCATION:

High School diploma or equivalent required. Associates degree in a related field preferred.

**Passing of a drug screening required prior to appointment.
AN EQUAL OPPORTUNITY EMPLOYER
The City is a Governmental entity subject to Section 504 of the
Rehabilitation Act of 1973,
which requires that otherwise qualified handicapped individuals be
protected from discrimination.**

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.stjoemo.org>

1100 Frederick Ave, Room 403
St. Joseph, MO 64501
816-271-4674

lshepherd@stjoemo.org

Job
CONSTRUCTION INS