

Job Title: Construction Code Inspector
Department: Planning & Community Development
Division: Building Development
Salary: \$20.52/hr, (\$42,694.78 annually) *Qualifications may be considered for hiring salary*

Job Summary/Scope

Performs both residential and commercial construction inspections. This is semi-professional work in the field of inspecting construction for adherence to established codes. This classification is a multidiscipline code enforcement officer responsible for the enforcement of the building, electrical, plumbing, mechanical, zoning and other applicable ordinances. This position entails a great degree of difficulty in applying the highly technical provisions found in the construction codes and associated standards as well as zoning and other applicable ordinances related to the construction industry and community at large.

Essential Duties and Responsibilities

- Conducts field inspections during various stages of construction of residential and commercial projects to ensure code compliance.
- Evaluates and analyzes a wide variety of structural, mechanical, electrical, plumbing and accessibility installations for code compliance.
- Inspects and monitors the application and proper use of construction related materials.
- Reviews and analyzes architectural/engineering plans and specifications, shop drawings, special inspection reports and other technical data for the purpose of determining whether an installation is code compliant or for the issuance of permits.
- Applies engineering principles and technical code practices in the examination and analysis of structural framing, load paths and support, electrical, plumbing and mechanical systems of buildings.
- Documents inspection results noting specific code violations in written format to provide clear, concise, consistent and timely feedback to the customer and the City's support staff for updating of official records.
- Interacts and works with residential and commercial building contractors, architects, engineers and the general public on matters pertaining to construction codes and permit requirements for new construction, rehabilitation and remodeling of buildings.
- Conducts legal investigations and research to determine whether violations of construction codes, zoning ordinances, floodplain or other applicable city ordinances exist.
- Reviews and interprets construction codes per modern construction methods and engineering practices.
- Inspects all aspects of construction in accordance with adopted Building, Mechanical, Electrical, Plumbing Codes, Public Works guidelines and zoning requirements.
- Investigates complaints of building code violations; Issues summonses and testifies at administrative and court hearings when necessary.

- Interacts with and provides information to the general public regarding the adopted construction codes and city ordinances related to building and new construction requiring permits.
- Complete work documentation, data entry and perform research into city database.

Other Duties and Responsibilities

- Provides backup for other Building Development inspectors when required.
- Reviews and analyzes architectural/engineering plans and documents for code compliance and approval before permits are issued.
- 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 changes.
- 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.

Technical Skills and Abilities

- Must demonstrate knowledge of the materials, methods and practices involved in the construction trade standards, inspection practices, testing devices and corrective measures applicable to municipal codes; legal aspects of inspection; basic computer operation.
- Must demonstrate ability to develop and maintain a professional image; deliver quality service in a manner that minimizes conflict; work under stressful conditions; defuse hostile situations and resolve conflict; accept direction and work independently; apply independent judgement based on sound reasoning and logical thinking; enter and maintain inspection data on computer system; read maps and navigate the city.
- Knowledge of the building, electrical, plumbing and mechanical codes and construction technics and practices pertaining to the construction industry. Knowledge of zoning laws and city ordinances related to buildings and construction.
- Ability to read and understand blueprints, and construction documents conducting on site field inspections of buildings using the building plans; interpreting plan notes and code requirements related to the plans and project.
- Three to five years prior experience in related field preferred.

Certificates/Licenses/Special Requirements

- Must possess a valid State issued driver's license.
- Must pass a background check and pre-employment drug screening as prescribed by the City.

- Must possess certificates as awarded by the International Code Council (ICC) within eighteen (18) months following hire date for a Residential Combination Inspector – R5 by passing 4 ICC exams: Residential Building Inspector – B1; Residential Mechanical Inspector – M1; Residential Electrical Inspector – E1; Residential Plumbing Inspector – P1
- Must possess certificates as awarded by the International Code Council (ICC) within three (3) years following hire date for a Commercial Combination Inspector – C5 by passing 4 ICC exams: Commercial Building Inspector – B2; Commercial Mechanical Inspector – M2; Commercial Electrical Inspector – E2; Commercial Plumbing Inspector – P2

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 for periods of one or more hours will be required. Some overnight or day travel may be required for business purposes. Vacation and other leave scheduling shall be requested of and approved by the appropriate supervisor.

Education

High School graduation and four years of acceptable codes inspection or construction trade experience.

An equivalent combination of education and experience