Job Description: BUILDING INSPECTOR

PAY GROUP: 14

EEOC CATEGORY: Official/Administrator

FLSA: Nonexempt

SUMMARY OF POSITION:

Ensures plans for, and actual construction of, all new and remodeled structures meet specific safety codes, ADA Compliance. Specifically, ensures compliance with plumbing, mechanical, and national electrical code requirements, building plans and construction standards.

ORGANIZATIONAL RELATIONSHIPS:

1. Reports to: Deputy Building Official.

2. Directs: This is a non-supervisory position.

3. Other: Has contact with other city employees, construction and utility professionals, and the general public.

EXAMPLES OF WORK:

Essential Duties*

Reviews and/or inspects plans, drawings, and electrical installations to ensure compliance with codes;

Prepares inspection and defect reports as necessary;

Reviews and/or inspects plans for and actual plumbing and mechanical installations during all stages of construction;

Reviews and/or inspects all aspects of building construction to ensure compliance with city codes (building, zoning, electrical, plumbing, gas, mechanical, sign, disability accessibility, floodplain, garage sales, etc.);

Inspects gas pipes and fittings for leaks and proper pressure;

Inspects plumbing installations, signs, and gas pipes to ensure compliance with codes;

Performs inspections of building construction procedures, including evaluating slab adequacy;

Performs code compliance inspections for change of business operations on existing buildings;

Performs inspections for compliance with ADA for buildings, access, driveways and sidewalks;

Maintains current knowledge of National Electrical Code and regulations, applicable plumbing, mechanical, and building codes;

Investigates prolonged interruptions of existing utility services, including evaluations of need for repair and answering customer inquiries regarding same;

Responds to technical inquiries from outside agencies, customers, contractors, and other city employees regarding various permit, utility, and inspection issues;

Observes all safety rules and procedures; and

Other Important Duties*

Performs such other duties as may be required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Sufficient technical knowledge to: conduct inspections of building construction, plumbing, electrical systems, framing, foundation, and heating and air conditioning systems, including any necessary licenses or certificates.

Skill in: all aspects of the building trades.

Demonstrated mental ability to: tolerate working at heights and in confined spaces.

Physical ability to: bend, stoop, climb, and crawl; lift and maneuver up to 25 lbs.

Ability to: learn specific city building code requirements; read detailed plans and blueprints to determine compliance with city requirements; detect potential safety hazards upon visual inspection of buildings; establish and maintain effective working relationships with all other city departments, city officials, other officials in the public and private sectors, and the general public; and maintain appropriate necessary certifications, Texas driver's license applicable to job responsibilities, and good driving record

ACCEPTABLE EXPERIENCE AND TRAINING:

High school graduation, or its equivalent, sufficient technical training to conduct code enforcement inspections, plus at least five years of experience in a building trade which included reading and interpreting blueprints (directly relevant trade school may be substituted for up to two years of experience);

or sufficient education to read and write well and sufficient technical training to conduct code inspections, plus at least seven years of experience in a building trade which included reading and interpreting blueprints (directly relevant trade school may be substituted for up to two years of experience.

CERTIFICATES AND LICENSES REQUIRED:

International Code Council - Residential & Commercial Building Inspector, Mechanical Inspector, Electrical Inspector, Energy Inspector, Texas State Plumber License; or the ability to obtain one or more within one (1) year; and State of Texas Class C (operator) driver's license or available alternate means of transportation.