

0124 BUILDING INSPECTOR 1

NATURE OF WORK

This class comprises a range of inspection work to ensure compliance with State and local building ordinances, codes, and statutes related to construction of code-regulated structures.

Inspection responsibilities will include one or more of the following specialty areas: structural, mechanical, electrical, plumbing, special inspections of manufactured home installation, medical gas installation, sign installation and similar code-regulated construction. Position may direct the work or train others in areas of assignment. May assist plans examining staff in review and approval of submitted building plans for code compliance. Work is conducted under the general supervision of a supervisor or manager.

DISTINGUISHING FEATURES

Positions in this series are classified on the basis of the position's work plan and the certification levels required and used in the performance of the work. Additional compensation is provided for certifications that are (1) beyond the minimum required, and (2) outside of the specialty area of the minimum required per Attachment C of the AFSCME/City of Salem contract.

BUILDING INSPECTOR 1 is responsible for one or more of the following: (1) sign inspection, (2) multi-unit housing inspection, (3) residential structural and/or mechanical inspection (4) higher level inspections under close supervision for training.

ILLUSTRATIVE EXAMPLES OF WORK

(Any single position of a class will not usually involve all of the duties listed, and many positions will involve duties which are not listed.)

Conduct field inspections and re-inspections of systems in structures covered by applicable ordinances. Inspection is done during course of construction for conformance with code requirements and sound installation practices, and may include inspection of alterations and repairs to existing systems.

Review and approve submitted plans for compliance with applicable codes and ordinances including energy codes. Discuss needed modifications with designer or property owners to assist them with compliance.

Schedule inspections, completes inspection forms; prepare letters and notices of correction to the builder for appropriate remedy of deficiencies

Research and recommend alternative construction methods for code compliance to supervisor. Testify on behalf of the City in disputes concerning code interpretation and compliance.

BUILDING INSPECTION CLASS SERIES (Cont.)

Investigate complaints of code violations; respond to inquiries from the public. Describe the intent of codes to the public and how to achieve compliance.

Maintain effective working relationships with other inspectors, contractors and the public.

Perform other related work as required.

WORK QUALIFICATIONS

Two or more years experience performing journey level (independent) work related to the area being inspected by the position. At the date of hire, possession of appropriate certification as follows:

Building Inspector 1:

- Multi-unit inspection, or
- Sign inspection, or
- 1 and 2 Family Dwelling Structural Inspector or
- 1 and 2 Family Dwelling Mechanical Inspector, or
- As appropriate for specialty inspection responsibilities.

Within six months of appointment, an incumbent may be required to obtain certification in one or more of the following: Manufactured Home Installation, Medical Gas, Parks and Camps, or other code-regulated inspection certification obtained through relatively brief training and testing.

Considerable experience in installations, inspection and code enforcement of the trade being inspected; graduation from high school or trade school; or any equivalent combination of experience and training which provides the following knowledge, skills, and abilities in the area(s) related to the position:

Knowledge of

- Particular trade work being inspected
- Oregon trade safety laws and administrative rules,
- Safety practices and equipment,
- Types of installations, materials, and methods and of stages of installation where possible violations and defects may be easily observed and corrected,
- Codes related to the areas being inspected

BUILDING INSPECTION CLASS SERIES (Cont.)

- Modern office practices.

Considerable ability to

- Read and interpret plans, diagrams, specifications and blueprints and to reconcile them with construction in progress,
- Tactfully enforce codes and regulations while maintaining effective working relationships with peers, contractors, and other stakeholders
- Work independently, and formulate and defend decisions.

Ability to

- Express oneself clearly and concisely, orally and in writing.
- Work in a variety of weather conditions, high places and confined areas.
- Meet City driving standards.

Possession of a valid Oregon driver's license or Class 4 license.

Personnel Director

Revised: 1/2001

Effective 7/1/2000.

Revised from series specification: 11/01