



Job Description



JOB DESCRIPTION: CONSTRUCTION INSPECTOR I - CONTRACT

BENEFIT GROUP: CG

JOB CODE: XCG01

PAY GRADE: 14

AUTHORIZED STRENGTH: 3

PAY RANGE: Min: \$18.86 per hour
Mid: \$23.58 per hour
Max: \$28.30 per hour

NATURE OF WORK:

Performs responsible technical field inspection and office work enforcing national, state, and local codes governing the design, construction, and renovation of buildings, structures, wastewater treatment facilities and other public works' projects. Work involves inspection of buildings and structures, plumbing, electrical, and mechanical installations, and requires considerable knowledge of electrical, carpentry, plumbing, building construction, or mechanical field as well as in-depth knowledge of all applicable codes and ordinances. Employees assigned to this classification must exercise considerable initiative and independent judgment in the interpretation and application of codes in making technical decisions. Work is performed under general supervision, according to established guidelines, and performance is reviewed through reports submitted, meetings, and results obtained for technical sufficiency and consistent application.

EXAMPLES OF WORK PERFORMED:

NOTE: THE LISTED DUTIES ARE ONLY ILLUSTRATIVE AND ARE NOT INTENDED TO DESCRIBE EVERY FUNCTION THAT MAY BE PERFORMED BY THIS JOB CLASS. THE OMISSION OF SPECIFIC STATEMENTS DOES NOT PRECLUDE MANAGEMENT FROM ASSIGNING SPECIFIC DUTIES NOT LISTED IF SUCH DUTIES ARE A LOGICAL ASSIGNMENT TO THE POSITION.

Inspects new and existing buildings and structures during and after construction to ensure that such components as steel placement, floor and wall construction, roofs, beams, columns, lentils, interior petitions, door assemblies, elevator pressurization system, stairways, fire alarm, voice communication system, etc. comply with approved plans and specifications, Standard Building Code, and related ordinances and laws. Inspects electrical wiring in new and existing structures for compliance with the National Electrical and City Codes. Examines emergency power systems, exit lights, cables and equipment used at bazaars, fairs, etc., temporary electrical construction equipment, air conditioning equipment, coolers, and electrical appliances to ensure they are properly

installed and functional. Inspects air-conditioning, ventilation, heating, and refrigeration equipment and installations in residential and commercial buildings and facilities to ensure that components such as ducts, disconnect switches, fire damper, exhaust systems, condensate drain lines, etc. are properly installed and comply with the Standard Mechanical Code. Performs re-inspection as needed. Inspects drainage and plumbing systems (drainage, waste, vents, and water pipes) for leaks, proper size/type and slope to ensure compliance with approved plans and Standard Plumbing Codes. Examines fixtures, appliances, and special fittings (petroleum) for proper vent size, height, vent caps, approved materials, location, leakage, cut-off valves, temperature/pressure release valves, back-flow preventors, trap primers, etc. to ensure compliance with Standard Gas and Plumbing Codes. Inspects solar systems, lawn sprinkler systems, petroleum and gas piping systems for proper cut-off valves, release valves, proper size pipes, etc. to ensure compliance with Plumbing and Gas Codes. Inspects the construction of roads, sewer lines, wastewater treatment facilities and related public works projects; inspects Solid Waste Collection vehicles operating within City limits. Reviews plans and specifications to determine errors or omissions in design or constructability. Reconciles monthly statements to determine accuracy and completeness as determined by Franchise Ordinance terms and conditions; maintains payment records on all Franchises; calculates interest due and late penalty fees due to the City. Completes inspection reports and records inspection findings onto permit, approving or disapproving each phase of completed work; may issue "stop work" orders. Consults with contractors and other interested parties regarding violations, plan deviations, and acceptable correction methods; interprets applicable codes and city procedures. Attends pre-construction and various other project meetings as assigned. Performs other related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of trade to which assigned and applicable laws and codes (i.e. electrical, plumbing, mechanical, building industry, Environmental Services or Public Works). Ability to effectively communicate verbally and in writing. Ability to physically perform inspections which involves extensive walking, kneeling crawling, and operating an automobile under sometimes adverse weather conditions. Ability to make sound technical decisions and detect defects in materials and workmanship. Ability to read and interpret technical plans and specifications. Ability to operate personal computer and various office equipment and software/program.

MINIMUM QUALIFICATION REQUIREMENTS:

Associate's degree plus six (6) months to one (1) year experience in one of the following areas: building construction, carpentry, plumbing, a/c refrigeration/mechanical, public works construction management; or an equivalent combination of education, training, and experience. Must be certified by the Florida Building Code Administrators and Inspectors Board (B.C.A.I.) as a Standard Inspector or must provide proof of State of Florida Provisional Certification upon application. Must obtain standard certificate prior to expiration of Provisional Certification. A valid Florida driver's license is required. Project/Construction Management Bureau: Must possess ACI Level I (Field

Testing Technician) certification or acquire certification within 6 months of hire date. Position requires background check which includes a polygraph.
ADDITIONAL QUALIFICATIONS FOR PROMOTION: Must have Standard Inspector Certification. Last performance evaluation must have resulted in an overall meets standards rating or better with no goal rating of less than meets standards. REVISED: 3/13/92 - SV 11/4/96 - title change from Field Rep. 1/2/98 - MCT 5/11/98 - MCT 7/12/02 - VCJ - as a result of the 2000 pay plan, chg HS to AA with exp from 3 yrs to 6 mth to 1 year.