

Overview

Overview

Inactive	No
Effective Date	05/22/2017
Date of Last Change	03/22/2017 04:49:05.534 PM
Job Profile Name	Plans Examiner Provisional - Contract
Job Code	XCCG46
Include Job Code in Name	No
Job Profile Summary	NATURE OF WORK:

Under supervision, reviews construction plans, specification, and other technical material submitted for the purposes of obtaining building and other permits in order to determine compliance with all applicable federal, state, and other construction codes in assigned area; performs other related work as required. Note: Provisional Plans Examiners must apply and pass the State of Florida certification/licensing examination for Plans Examiner in assigned category (building, plumbing, mechanical, or electrical) in accordance with Florida statute as a condition of continued employment.

MINIMUM QUALIFICATIONS:

High school graduate and five years construction related experience in one of the following disciplines; building, mechanical, plumbing, or electrical; or an equivalent combination of education, training and experience.

OTHER REQUIREMENTS: Provisional Plans Examiners must apply and obtain a certificate from the State of Florida Department of Business and Professional Regulation in the appropriate category/discipline (building, mechanical, plumbing, or electrical) within one year of being hired.

Note: Upon passing licensing examination, employee may be promoted to Plans Examiner - Licensed.

Must possess a valid driver's license.

Job Description	
Job Title Default	Plans Examiner Provisional - Contract
Restrict to Country	United States of America
Management Level	8 Individual Contributor
Job Family	SEIU_White_Collar
Job Category	
Job Classification	3JX - Technicians: Contracted (EEO-4Job Categories-United States of America)
Work Shift Required	No
Public Job	Yes

Characteristics

Difficulty to Fill	
Critical Job	No

Compensation

Compensation Grade S13
Compensation Grade Profile
Impacted Eligibility Rules

Qualifications

Certifications

Certification

Required	Country	Certification (Predefined)	Certification (Not Predefined)	Issuer (Not Predefined)
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Competencies

Competencies

Required	Competency	Rating
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Competencies from Other Sources

Required	Competency	Rating	Source	Source Type
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Education

Education

Required	Degree	Field of Study
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Languages

Languages

Required	Language	Ability	Proficiency
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Responsibilities

Responsibilities

Required	Responsibility
	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

Required	Responsibility
	<p>to the position.</p> <p>Examines and approves blueprints, building plans, and specifications of residential and commercial buildings which may include building, electrical, plumbing, and mechanical; indicates changes required for compliance with codes, good construction practices, and structural soundness.</p> <p>Consults with developers, architects, engineers, contractors, and property owners to discuss technical requirements of plans; interprets regulations and recommends corrections or modifications necessary for conformance with applicable codes; identifies and researches issues or unique circumstances to provide alternatives and make appropriate recommendations.</p> <p>Performs field inspections to determine compliance with approved plans, and this requires traveling to construction site; provides technical assistance to inspectors as necessary.</p> <p>Maintains accurate records; prepares technical reports as required; operates personal computer and other office equipment; attends meetings and stay abreast of new developments.</p> <p>Provides information and assistance at the counter to developers, architects, property owners, and the general public concerning building practices, and related matters.</p>
	<p>KNOWLEDGE, SKILLS AND ABILITIES:</p> <p>Knowledge of the principles, practices, methods, materials and tools involved in building construction, structures, design technology, and related matters.</p> <p>Knowledge of federal, state, and local building codes, standards, accessibility requirements, and related regulations.</p> <p>Knowledge of provisions and practices for the safety and general welfare of life and property through structured strength and built environment.</p> <p>Knowledge of mathematics using in building construction including algebra, geometry, calculus and their applications.</p> <p>Skill with providing quality customer services including awareness of customer needs and satisfaction.</p> <p>Ability to review, read and interpret technical construction documents including plans, specifications, blueprints, drawings, schematics, and other related material to determine compliance with regulations or professional standards.</p> <p>Ability to perform inspection and visually detect poor work quality, inferior materials, and hazards in order to enforce regulations and standards.</p> <p>Ability to organize, prioritize and manage time and resources effectively.</p> <p>Ability to communicate effectively both orally and in writing, as well as to listen, understand, and respond appropriately to others.</p>

Required	Responsibility
	<p>Ability to establish and maintain effective working relationships with those contacted during the course of work including contractors, engineers, architects, property owners, and the public in general.</p> <p>Physical ability to maneuver heavy plan documents and books, and to perform inspection work which requires driving off site, walking, bending, stooping, and climbing.</p>

Training

Training

Required	Training	Training Type	Description
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Work Experience

Work Experience

Required	Work Experience	Experience Level
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Pay**Pay Rate Type**

Pay Rate Types

Country	Pay Rate Type
United States of America	Hourly

Job Exempt

Job Exempt

Country / Country Region	Job Exempt
United States of America	No

Workers' Compensation Code

Worker's Compensation Codes

Workers' Compensation Code	Country	Country Region	Location
8810 - Clerical Office Employees Noc (United States of America)	United States of America		