

## **BUILDING INSPECTOR I**

### **DEFINITION**

Under general supervision, to conduct inspections of residential, commercial, or industrial building structures and installations in various states of alteration, construction, and repair; to determine that construction, alterations, and repairs are in compliance with County and Adopted Building Codes and ordinances; to enforce codes and ordinances; to answer questions regarding building code and structural requirements for the public, architects, contractors, and engineers; to process permits; and to do related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the entry and first working level in the Building Inspector class series. Incumbents perform the more routine and less complex building inspection duties in residential, commercial, and mobile home areas. As an incumbent gains experience and proficiency, they are expected to acquire more substantial knowledge of the Adopted Building Code, Plumbing and Mechanical Codes, the National Electrical Code, and Title 25 requirements for mobile home construction. When sustained work proficiency has been demonstrated, incumbents are generally qualified for promotion to the Building Inspector II level.

### **REPORTS TO**

Deputy Building Official, Community Development Branch Office Manager, and Community Development Director.

### **CLASSIFICATIONS SUPERVISED**

This is not a supervisory classification.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)***

Conducts field inspections of residential, commercial, or industrial structures in varying states of construction, alteration, or repair; interprets applicable codes and ordinances for builders and home owners, ensuring compliance; checks the quality of materials and methods of construction for electrical, plumbing, mechanical, framework, concrete, masonry work, lathing, plastering, tile work, roofing, etc.; inspects completed work, giving final approval; writes correction notices and follows-up to ensure required changes; may make building inspections to ensure compliance with zoning laws and health and safety standards; may inspect mobile home installations; may issue building permits; provides advice on construction procedures and practices; may inspect County buildings and structures; may review grading applications, plans, and specifications for code compliance; initiates enforcement actions; may evaluate grading construction and erosion control methods and practices, quality of materials, applicable building codes, ordinances, regulations to approve plans.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; ability to walk in uneven terrain and on slippery surfaces; normal manual dexterity and eye-hand coordination; ability to climb, stoop, crouch, and kneel; lift and move objects weighing up to 50 lbs.; corrected hearing and vision to normal range; verbal communication; use of office equipment, including computer, telephone, calculator, copiers, and FAX; operate an automobile.

## **BUILDING INSPECTOR I - 2**

### **TYPICAL WORKING CONDITIONS**

Work is performed in office, outdoor, and driving environments; some assignments performed alone in remote locations; work is performed in varying temperatures; exposure to dust, chemicals, and gases; exposure to electrical currents; continuous contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Practices, tools, equipment, and materials used in the general construction trades.
- Accepted safety standards and methods of building construction.
- Qualities of various construction materials.
- Building and related codes and ordinances enforceable by the County.
- Principles of mathematics related to the building trades.
- Uniform Building, Plumbing, Mechanical and Electrical codes.
- Federal, state, county and local codes and ordinances relating to construction and structural requirements.
- Computer knowledge and skills,
- Blueprint and plan reading.

#### **Ability to:**

- Learn to apply inspection methods and techniques.
- Learn to interpret and apply building and related codes and ordinances enforced by the County.
- Learn to perform building inspection and enforcement functions.
- Detect deviations from laws, regulations, and standard construction practices.
- Read building plans.
- Learn to interpret, and explain building plans, specifications, and codes.
- Apply technical knowledge of building trades work.
- Make mathematical calculations quickly and accurately.
- Communicate effectively both orally and in writing.
- Provide advice on standard construction methods and practices.
- Enforce regulations with firmness and tact.
- Prepare clear and concise reports.
- Deal tactfully and courteously with the public.
- Establish and maintain cooperative working relationships.
- Obtain certification from the International Conference of Building Officials (ICBO) in building inspection and plan checking.
- Use computers and perform permit technician/permit processing duties as needed.
- Represent the County Building Inspection functions in a courteous and professional manner.
- Regularly work well under pressure, meeting multiple and sometimes conflicting deadlines.
- Constantly demonstrate cooperative behavior with colleagues, supervisors, and customers/clients.
- Use computers and perform permit technician/permit processing duties as needed.

#### **Training and Experience:**

Any combination of training and experience, which would likely provide the required knowledge and abilities, is qualifying. A typical way to obtain the required knowledge and abilities would be:

Two (2) years of journey level experience in construction work and the building trades, performing a wide variety of building alteration and construction work.

#### **Special Requirements:**

Possession of an appropriate valid Driver's License.

Possession of, or ability to obtain, ICC Certification as a Building Inspector.

*The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The County of Lake assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a "meet and confer" process and are subject to the Memorandum of Understanding currently in effect.*