



CITY OF CALEXICO

CLASS TITLE: BUILDING INSPECTOR II

MONTHLY: \$5,400 - \$6,563

RANGE: G-38

BASIC FUNCTION:

Under the direction of the Chief Building Official, lead and provide work direction, guidance and training to other Building Inspectors; performs inspections of complex and difficult structures for compliance to approved plans and applicable codes.

DISTINGUISHING CHARACTERISTICS:

The Building Inspector II classification assists in the training, work direction and guidance of Building Inspectors, monitors the work of others, performs the more complex inspections duties and assists the Chief Building Official in plan reviews. The Building Inspector I is a training classification. Incumbents work under supervision while learning inspection procedures, policies and applicable laws and regulations. Incumbents conduct field inspections of structures at various stages of construction.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Perform special projects for constant monitoring of matters and programs such as the Un-reinforced Masonry Program and updating the Title 24 requirements.

Perform extensive investigations in the field for possible building violations; issue citations for repeated offenses as directed.

Inspect buildings in various stages of construction for compliance to approved plans and the Uniform Building Code (UBC); respond to questions and concerns from the public regarding building construction inquiries.

Inspect footing and foundation and sub-base, framing of exterior and interior walls and roofs, and roof material applications; performs file inspection to assure code compliance of new and existing construction.

Inspect electrical components and wiring for compliance with approved plans and the National Electrical Code including correct wire and size, adequate circuits, and smoke detectors; perform final electrical inspection of fixtures and outlets and make appropriate recommendations for corrections as necessary.

Inspect plumbing components, fixtures, and piping installations including sewer pipelines, gas line and water lines to assure compliance with approved plans and the Uniform Plumbing Code.

Inspect new and existing mechanical installations and repairs of duct work and vent hoods heaters/air conditioners fireplaces, incinerators, commercial hoods and kitchen ventilation systems to assure compliance with the approved plans and the Uniform Mechanical Code; assure appliances are approved UL listed.

Inspect installations and maintenance of fire protection life safety systems and appliances, spray finishing, proper storage of hazardous and flammable materials for compliance of the Uniform Fire Code.

Respond to questions by telephone, in person or in the field regarding construction, electrical, plumbing, structural, insulation, plan requirements and handicap requirements.

Compute fees for building permits by valuation of projects by square footage, using standard charts and the ordinances as adopted.

Lead subordinate building inspectors; plan and schedule work; assign, delegate and monitor work of others providing instruction and formal training as necessary and as directed by the Chief Building Official.

Prepare and maintain a variety of records and reports to daily and periodic construction inspections; communicate with submitters and the public regarding code violations and write detailed correction notices whenever code violations are discovered during inspections; submit to appropriate personnel, public utility and department as necessary.

Coordinates and provides reports pertaining to the Un-reinforced Masonry Program; conducts plan reviews for compliance with all building department requirements.

Operate a variety of specialized equipment and hand tools such as an electrical tester, pipe wrenches, screwdrivers, measure wheel, shovel, pickaxe and others.

Check areas in the city as a matter of routine investigation when traveling to and from various inspection sites.

Communicate with a variety of State and City departments, utilities and other to resolve issues, compliance or concerns, coordinate activities, and exchange information.

OTHER DUTIES:

Respond to emergency and call-out situations as required.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Applicable Building Codes.
State licensing rules and regulations.
Code terminology of Uniform Building, Plumbing and Mechanical codes.
Proper building materials and applications.
Correct English usage, grammar, spelling, punctuation and vocabulary.
Oral and written communication skills.
Basic research methods.
Interpersonal skills using tact, patience and courtesy.
Laws, rules and regulations related to building and fire inspections.
Policies and objectives of assigned program and activities.
Technical aspects of field of specialty.
Record-keeping techniques.

ABILITY TO:

Read building plans and blueprints and properly identify components.
Perform building inspections by physically examining the components and interpreting the conditions of the structure.
Communicate effectively both orally and in writing.
Detect structural and other faults and make recommendations for corrections.
Perform mathematical calculations.
Use basic hand tools.
Maintain records and prepare reports.
Prioritize and schedule work.
Maintain current knowledge of program rules, regulations, requirements and restrictions.
Analyze situations accurately and adopt an effective course of action.
Understand and work within scope of authority.
Establish and maintain cooperative and effective working relationships with others.
Maintain current knowledge of technological advances in the field
Assign and review the work of others.
Operate a vehicle to conduct work.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and four years experience in building inspection/planning or related field.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; possession of two ICBO certifications or its equivalent either as a certified plumbing, electrical, mechanical, building or combination inspector or a plans examiner, or the equivalent as determined by the Chief Building Official.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment.
Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Climbing ladders and stairs.
Stooping, bending, crawling.
Walking over rough or uneven surfaces.
Standing for extended periods of time.
Hearing and speaking to exchange information.
Dexterity of hands and fingers to operate test equipment.
Seeing to conduct inspections.
Reaching overhead, above the shoulders and horizontally.

HAZARDS:

Working at heights and below ground.
Extreme weather conditions.
Dust, pollen.
Noise.
Balancing on high or narrow places.
Working in excavations.
General hazards associated with construction sites.
Contact with dissatisfied or abusive individuals.