

COUNTY OF SOLANO

CLASS SPECIFICATION

BUILDING INSPECTOR II

CLASS SUMMARY:

Inspects buildings and construction properties and reviews plans to ensure compliance with the County's adopted construction, plumbing, electrical, mechanical, zoning codes, and other applicable laws and codes; reads specifications, blueprints and construction drawings; interprets building codes, laws, rules and ordinances; prepares inspection reports and records.

DISTINGUISHING CHARACTERISTICS:

This is the journey level class within the Building Inspector series. Employees within this class perform the full range of professional building inspection duties, as assigned. The Building Inspector performs inspections and ensures compliance with applicable codes, structural safety and zoning regulations, requirements, laws and ordinances in residential, industrial, commercial, or public buildings. Incumbents are expected to be skilled in one trade such as carpentry, plumbing or electrical and have some knowledge in other trades. Incumbent regularly exercises independent technical judgment and discretion based on familiarity with various construction and repair problems. This class is distinguished from the Building Inspector Senior in that the latter acts as the lead or advanced journey level with responsibility for training, assigning and coordinating the work of Building Inspectors, Permit Technicians, and Code Compliance Officers and conducting the more complex or highly visible building inspections.

SUPERVISION RECEIVED AND EXERCISED:

Receives general supervision from the Building Official and technical and functional guidance from the Building Inspector (Senior).

May provide technical supervision to technical and newly hired staff.

ESSENTIAL DUTIES: This class specification represents the core area of responsibilities; specific position assignments will vary depending on the needs of the department.

- Inspects building construction and repair sites and activities at all stages to ensure compliance with building, plumbing, electrical, mechanical, and local zoning codes; checks foundations, construction and building materials and other areas for deficiencies; writes correction notices for deficient items.
- Reads and reviews blueprints, construction drawings, and specifications to gather information and standards prior to conducting inspections; interprets code requirements and ensures compliance during inspection.
- Enforces codes by giving instructions and warnings and/or recommending stop work orders or citations.
- Issues construction and repair permits; assists builders, contractors and homebuilders by explaining code requirements; answers questions and inquiries received at the information counter; and assists with other duties as assigned.
- Examines specific operating systems and construction trade work throughout the construction phase; examines electrical wiring and electrical systems; inspects plumbing installations for code compliance; inspects heating systems to ensure proper installation and safe operation;

inspects carpentry work to ensure quality of materials are maintained and free of deficiency, performs minor plan checking at the counter.

- Conducts related tasks such as business license site inspections, grading inspections, flood zone determination, as well as permit and plan reviews; issues building permits when necessary.
- Maintains records and reports of inspection findings and recommendations; presents written and verbal report of findings.
- Stays abreast of current and changing codes, regulations, rules, laws, and ordinances regarding construction activities.
- Performs other duties of a similar nature or level as assigned.

EDUCATION AND EXPERIENCE:

Experience: Two (2) years of recent and continuous building inspection experience that includes scrutiny of carpentry, plumbing, mechanical and electrical work.

Education/Training: High school diploma or equivalent with vocational or technical school training in one or more of the recognized trades and/or building inspection methods.

LICENSING, CERTIFICATION AND REGISTRATION REQUIREMENTS:

Possession and maintenance of valid International Code Council (ICC) or State of California issued Inspector certifications including Building Inspector, Plumbing Inspector, and Mechanical Inspector certifications are required. Certifications restricted to only residential do not qualify.

Requires possession and maintenance of a valid Class C California Driver's License as a condition of initial and continued employment.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- At least one recognized skilled trade such as electrical, carpentry, HVAC, or plumbing.
- Effective inspection methods and common principles of proper and safe construction.
- State and local codes, laws, rules, ordinances, and regulations applicable to inspections.
- Inspection reporting and recording requirements.

Skill and/or Ability to:

- Utilize basic office equipment and some inspection tools and measuring devices.

- Drive a motor vehicle.
- Detect structural, electrical, plumbing or heating defects through physical inspection and recommend corrective action.
- Read, interpret and apply building and zoning codes and regulations.
- Read and interpret plans and blueprints accurately and compare them with actual construction and repairs in progress.
- Apply knowledge of skilled trades to the physical evidence observed and checked during the inspection process.
- Prepares written and verbal inspection reports and maintain accurate records.
- Communicate clearly and concisely, both orally and in writing; compose correspondence independently.
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

PHYSICAL REQUIREMENTS:

- **Mobility and Dexterity:** Positions in this class typically require the following: (1) balancing, stooping, kneeling, reaching, crawling, fingering, grasping, and repetitive motion; (2) climbing and working safely on ladders (extension and A-frame) and step ladders with a total weight that does not exceed the weight capacity of the ladder or the highest rated capacity of the harnesses and lanyards used for fall protection; and (3) standing or walking up to seven hours per day on uneven surfaces.
- **Lifting, Carrying, Pushing and Pulling – Medium work:** Positions in this class require exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- **Vision:** Positions in this class require the employee to have close visual acuity, with or without correction, to prepare and analyze data and figures, view a computer screen, read, and to distinguish between normal and off shade colors and to read gauges and meters in dimly lighted areas etc. Positions in this class also require employees to have depth perception and good eye-to-hand coordination in order to operate a motor vehicle and to operate a variety of hand and power tools.
- **Hearing/Talking:** Positions in this class require the employee to perceive the nature of sounds at normal speaking levels with or without correction, and have the ability to receive detailed information through oral communication. Positions in this class require the employee to express or exchange ideas by means of the spoken word. Detailed or important instructions must occasionally be conveyed to others accurately, loudly, and/or quickly.
- **Other:** Positions in this class typically require the employee to have sufficient sense of smell, vision, touch and hearing to observe equipment functions for normal and abnormal occurrences.

WORKING CONDITIONS:

- Outdoor Work: Employees in this class will often be working outdoors and thus will be subject to exposure to intense noises, fumes, odors, pollens, dust, inadequate lighting, and to unpleasant field conditions including rainy, windy, cold, or hot weather, and animal/insect/wildlife attacks.
- Work in an Industrial Area: Employees in this class will often be working in an industrial area and thus will be subject to exposure to moving mechanical parts, electrical currents, toxic agents, fuel, oil, gases, smoke, fumes, odors, dust, and vibrations.
- Traffic Hazards: Employees in this class will be required to operate a vehicle and thus will be subject to traffic hazards while driving.
- Disruptive/Confrontational Human Contacts: Employees in this class may be subject to disruptive and confrontational people.
- Working at Heights: Employees in this class may be required to work at heights six feet and more above the ground on equipment and structures.

OTHER REQUIREMENTS:

- Background Checks: The County may conduct a background check and a reference check on candidates prior to appointment to a position within this class.
- Pre-employment screenings: Will be required to pass a physical exam and pass a drug test as a condition of hire.
- Independent Travel: Incumbents are be required to travel independently, for example, to perform inspections at building sites.
- Hours of Work: Incumbents may be required to work weekends, holidays, irregular hours, on-call, and after normal business hours.
- Incumbent usually works in the field rather than in the office.

CLASS HISTORY AND CLASS INFORMATION:

- Date(s) Revised: September 14, 2005; October 12, 2022
- Date(s) Retitled and Previous Titles of the Class: September 14, 2005; Building Inspector
- Class Code: 523010