

COUNTY OF SOLANO

BUILDING INSPECTOR I

Est. 09/05

DEFINITION

Learns to inspect buildings and construction properties and learns to review plans to ensure compliance with the County's adopted construction, plumbing, electrical, mechanical, zoning codes, and other applicable laws and codes; learns to read specifications, blueprints and construction drawings; learns to interpret building codes, laws, rules and ordinances; learns to prepare inspection reports and records.

CLASS CHARACTERISTICS

This is the entry-level class in the Building Inspection series. This class is distinguished from the journey level class by the performance of the more routine tasks and duties assigned to positions within this series and is the training level within the Building inspection series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters allocated to the journey level, but will be trained to exercise independent technical judgment and discretion. Employees work under immediate supervision while learning to perform inspections and learn how to ensure 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.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from the Building Official; may receive technical or functional supervision from the Senior Building Inspector or other technical or professional staff.

No supervision is exercised over others.

EXAMPLES OF DUTIES *-Duties may include but are not limited to the following:*

Learns to inspect building construction and repair sites and activities at all stages to ensure compliance with building, plumbing, electrical, mechanical, local zoning codes, applicable laws and regulations; learns codes and proper procedures to check foundations, construction and building materials and other areas for deficiencies. The incumbent will be trained to write correction notices for deficient items, set up inspection schedule and routes of travel to field sites, how to approve work done or note corrections to be made and to prepare correction letters and inspection reports.

Employees within this class will learn to read and review blueprints, construction drawings, and specifications for approval and issuance of a construction permit. Knowledge will also be gained on how to interpret code requirements for compliance during plan check and field inspection.

Learns how to enforce codes by giving instructions and warnings and/or recommending stop work orders or citations.

Learns how to issue construction and repair permits and how to assist builders, contractors and homebuilders by explaining code requirements. Learns how to answer questions and inquiries received at the information counter and assists with other duties as assigned.

Learns how to examine specific operating systems and construction trade work throughout the construction phase such as electrical wiring and electrical systems, plumbing installations, heating and mechanical systems, and carpentry work to ensure quality of materials are maintained and free of deficiencies. Incumbent will learn how to perform minor plan check at the service counter.

Learns how to conduct related tasks such as business license site inspections, grading inspections, flood zone determination, as well as permit and plan reviews; learns how to issue building permits when necessary.

Learns how to maintain records and reports of inspection findings and recommendations and how to present written and verbal report of findings.

Learns how to stay abreast of current and changing codes, regulations, rules, laws, and ordinances regarding construction activities.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

At least one recognized skilled trade such as electrical, carpentry, HVAC, or plumbing.

Common principles of proper and safe construction.

Skills to:

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

Drive a motor vehicle.

Ability to:

Learn how to detect structural, electrical, plumbing or heating defects through physical inspection and recommend correction action.

Learn how to read, interpret and apply building and zoning codes and regulations.

Learn how to read and interpret plans and blueprints accurately and compare them with actual construction and repairs in progress.

Learn how to apply knowledge of skilled trades to the physical evidence observed and checked during the inspection process.

Learn how to prepare 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.

Analyze situations quickly and objectively and to determine proper course of action.

Experience and Education/Training

Experience:

Three years of recent and continuous journey level building trades experience in one or more of the major building construction trades such as building, electrical or plumbing..

Education/Training:

High school diploma or equivalent Additional specialized training in the building trades or construction technology is desirable

SPECIAL REQUIREMENTS

Requires possession of a current, valid Class C California Drivers License as a condition of initial and continued employment.

Possession of, or obtain prior to the completion of the probationary period, a valid Certificate as a Building Inspector issued by the International Code Conference (ICC). Incumbent must obtain ICC Plumbing and Mechanical Inspector certifications within two years of appointment.

Requires passing a physical examination and a drug test as a condition of job hire.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing,

stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require visual perception and discrimination. Some tasks require oral communications ability.

Environmental Factors: Incumbents must be able to work in varying environments that may include exposure to dusts, heat, cold, odors, toxic agents, noise, smoke, vibrations, wetness, humidity, machinery, bright or dim light, and electrical currents in an open construction area which requires additional care when conducting work tasks.

YOLANDA IRIGON
Director of Human Resources

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