

Subject

Building Inspection II (Edgecombe County)

Message

SALARY RANGE: \$45,876 - \$75,315

OPENING DATE: Sunday, September 16, 2018

CLOSING DATE: Open until filled DEFINITION:

This position is responsible for inspecting permitted issued sites to ensure that residential and commercial structures are in compliance with the NC Building Codes and County Ordinances. REPORTS TO: Director of Planning, Inspections & E-911 Addressing Department

JOB REQUIREMENTS: • Performs inspections of residential, commercial and industrial building projects for compliance with North Carolina building, electrical, plumbing or mechanical codes. • Enforcing minimum housing and FEMA/flood plain and other ordinances as assigned, • Responds to citizen complaints; notifies citizens and contractors of minimum code regulations. • Reviews architectural plans and figures permit costs. • Notifies appropriate parties of defects. • Advises contractors in applying code regulations. • Approves certificates of occupancy. • Checks minimum housing code complaints. • Issues stop work orders. • Checks and verifies contractor license numbers. **HOURS:** M-F (8:00-5:00 p.m.)

KNOWLEDGE, SKILLS, & ABILITIES • Knowledge of building, electrical, plumbing, or mechanical codes • Knowledge of building inspection policies and procedures • Knowledge of County ordinances • Knowledge of construction materials, methods, and standards. • Skill in the interpretation and application of local and state polices, codes, and laws. • Skill in analyzing problems and identifying solutions. • Skill in preparing clear and accurate reports. • Skill in establishing cooperative and productive working relationships. • Skill in performing mathematical calculations. • Skill in operating computers and other standard office equipment. • Skill in interpersonal relations. • Skill in oral and written communication.

EDUCATION AND EXPERIENCE • High school diploma or GED and extensive experience working with local building code enforcement including electrical, plumbing, building and mechanical inspection, or equivalent combination of education and experience and • Minimum level II standard certifications in building, plumbing, electrical and mechanical trades required. Level III standard certifications in building, plumbing, mechanical, and electrical preferred. • Level III standard certifications required in building, plumbing, electrical and mechanical within 3 years of hire. Interested candidates must complete and submit an Edgecombe County Application Form.

The application may be obtained online at www.edgecombecountync.gov/ or applications available at the County Manager's Office, 201 St. Andrew Street RM 402, Tarboro, NC 27886. Send application to: Edgecombe County Human Resources Department, Attention: Stacey Booth, Human Resources Director, P. O. Box 10, Tarboro, NC 27886. Edgecombe County Government is an Equal Opportunity/Affirmative Action Entity and complies with the requirements of the Americans with Disabilities Act. Drug, E-Verify & Criminal background