



CITY OF SANTA PAULA
invites applications for the position of:

Building Inspector I/II

SALARY: Not Displayed
OPENING DATE: 06/12/18
CLOSING DATE: 07/22/18 11:59 PM

JOB DESCRIPTION:

SALARY- Building Inspector I \$44,996.95 to \$54,694.08 ANNUALLY

Building Inspector II \$54,658.31 to \$66,437.52 ANNUALLY

Under direction performs non-complex inspection of commercial and residential structures at various stages of construction, alteration and repair; and enforces a variety of building and zoning codes, ordinances, and regulations. Also may perform various office functions including receiving, processing and coordinating permit applications and plans in accordance with municipal and applicable building codes.

EXAMPLES OF DUTIES PERFORMED:

Building Inspector I: This is the entry-level position in the Building Inspector series.

Building Inspector II: This is the journey level position in the Building Inspector series.

Discusses conformance problems with contractors and forepersons and assists them by indicating needed changes and possible modifications to bring the construction into conformity; schedules inspections to be made; maintains records of inspections made and actions taken; prepares unresolved cases for court proceedings; conducts zoning and general land use and code enforcement inspection work as assigned. Office duties may include coordinating permit applications with various City departments including Engineering, Planning and Fire; calculating required fees and issuing permits; reviewing and performing routine plan checks for non-complex commercial and residential projects; conferring with builders, engineers, contractors, architects and the public concerning building codes and permit requirements; and performing related duties as assigned.

Essential Job Functions: Makes routine field inspections of non-complex commercial and residential buildings during various stages of construction and remodeling to ensure compliance with applicable codes and regulations of City, county, state and federal agencies, which requires unassisted ambulatory activity including bending, stooping, walking on uneven surfaces, squatting, lifting objects up to 50 pounds, and climbing. Prepares written and oral reports and correspondence, and receives and processes various building and construction permit applications, plans and specifications. Vision

correctable to read small print; clear oral communication, and hearing ability to understand verbal instructions; maintains a variety of record and files; answers questions, receives complaints and performs special investigations as required.

Knowledge and Abilities: Knowledge of accepted safety standards and methods of building construction, building related codes and ordinances enforceable by the City, specifically the model codes; principles and techniques of building inspection work.

Ability to apply technical knowledge and follow proper inspection techniques to examine workmanship and materials and detect deviations from plans, regulations and standard construction practices; ability to learn to perform entry level inspection skills in a variety of specialty trade areas and to perform competent and efficient work as an inspector; ability to learn to enforce a variety of zoning, general land use and related City codes; ability to read and interpret building plans, specifications and building codes; ability to advise on standard construction methods and requirements; ability to make mathematical computations rapidly and accurately; ability to enforce necessary regulations with firmness and tact; ability to maintain cooperative working relationships with builders, contractors, City staff and the general public. Bilingual ability (English/Spanish) highly desirable, as well as job related experience in a culturally diverse community.

MINIMUM QUALIFICATIONS:

Building Inspector I

Education and Experience: Minimum of graduation from a community college with a degree in construction technology, building technology or a related field, or graduation from high school and two years of experience in building construction or related field inspection work.

Building Inspector II

Education and Experience: Same as Building Inspector I, with one year's experience in building code enforcement work in a government agency equivalent to a Building Inspector I.

LICENSE:

Building Inspector I: Possession of or ability to obtain a valid California driver's license. Possession of or ability to obtain within one (1) year of employment a Building Inspector Certificate from an approved organization.

Building Inspector II: Possession of or ability to obtain a valid California driver's license. Possession of Building Inspector Certificate and one additional certificate for the following: electrical inspector, plumbing inspector, mechanical inspector, or plans examiner from an approved organization.

ADVANCEMENT:

Building Inspector I: Advancement from Building Inspector I to Building Inspector II shall be based upon the performance, experience and ability of the individual, including meeting the minimum qualifications of the Building Inspector II position, at such time as the Building and Safety Director recommends advancement for approval by the City Manager.

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Building Inspector I/II Supplemental Questionnaire

- * 1. Please briefly describe your experience with each of the following types of inspections: building, electrical, plumbing, mechanical, and accessibility.

- * 2. How many years of experience do you possess performing building inspections of residential, commercial and/ or industrial construction?
 - LESS THAN 3 YEARS
 - 3 TO 5 YEARS
 - 5 TO 7 YEARS
 - MORE THAN 7 YEARS
 - NO EXPERIENCE

- * 3. Do you have experience working as an Inspector for a public agency building department?
 - Yes No

- * 4. if you answered "Yes" to Question #3, please indicate where you gained the experience.

- * 5. Are you designated as a Certified Building Inspector by the International Code Council (ICC)?
 - Yes No

- * Required Question