

BUILDING TECHNICIAN

DEFINITION

Under immediate supervision inspects buildings and structures involving repairs, deteriorated buildings, overcrowding, and improper occupancies for compliance with building and housing codes, laws, specifications and health and safety regulations.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Interprets and enforces the City's municipal code in reference to Uniform Housing Code, Building Codes, and other applicable regulations. Assists with investigation of alleged violation of City Municipal Code. Issues notices of violations. Responds to citizens' complaints. Prepares written daily reports, and maintains accurate records and files. Performs other functions that may be assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is the entry-level classification in the Building Inspection career ladder. The incumbent in this class performs under close supervision during the training period but is expected to perform in a more independent manner upon completion of training.

RECOMMENDED MINIMUM QUALIFICATIONS

Two years of experience in construction or code enforcement, permit issuance or other building and construction related activities in a municipal government supplemented with coursework in construction related fields and one year of responsible public contact work, or any equivalent combination of education and experience which provides the following knowledge and abilities:

Knowledge of: building practices, materials, and various building codes and applicable regulations.

Ability to: read, interpret, explain and enforce complex policies and codes, communicate effectively and tactfully with the general public, write clear concise reports.

SPECIAL MINIMUM REQUIREMENT: Maintain a valid California Class C Driver's License as a condition of employment.

SPECIAL WORKING CONDITIONS: Must be willing to work any shift, sometimes in inclement weather.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

The successful performer is well organized, even tempered and self motivated. This incumbent follows instructions, is a decision maker within given parameters and a good communicator. In addition, this individual is customer service oriented and at the same time committed to enforcing established codes.

Class title established per Council Resolution No. 92-094,
effective 12-1-92

Reviewed: 03/04
ADA Approved: 03/04