

COMBINATION BUILDING INSPECTORDEFINITION

Under general supervision, inspects building construction, electrical, plumbing, and mechanical installations; performs plan check, inspection and testing of new and existing commercial, industrial and residential structures throughout the City, in all phases of construction, alteration and repair, to ensure compliance with municipal, state and national codes and laws.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Examines plans, and performs field inspections of the work represented by the plans, for commercial, industrial and residential buildings and structures, to determine compliance with applicable codes and laws relating to new and existing construction. Makes judgments as to the acceptability of all construction work. Provides professional advice and technical assistance to developers, architects, contractors, engineers, homeowners, city staff and the general public; refers to other agencies for assistance and/or information. Responds to citizen complaints; issues citations and prepares criminal complaint files. May appear in administrative hearings and in court as an occupancy code enforcement official and/or as an expert witness. Prepares correction notices, reports, public handouts and correspondence, and keeps records on projects as required. Actively participates in Total Quality Service processes. Performs other related functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is a journey level classification, which requires a full knowledge and understanding of the application of laws, rules, ordinances and code provisions pertaining to building construction. Employees in this class are responsible for protection of public health and safety by inspecting for proper occupancy and safe construction of buildings and structures within the City.

This class is distinguished from other Inspector classes in that the Combination Building Inspector is a generalist inspector assigned to perform plan review, permit issuance and field inspection work involving several specialty areas such as electrical, plumbing/mechanical and building. The work of this class is more varied but generally less complex than that assigned to the specialist classes of Building Inspector, Electrical Inspector and Plumbing Inspector.

This class is distinguished from the next higher Senior level in that the Senior inspects the most complex projects, mediates disputes between Inspectors and customers, exercises full supervision over Inspectors and other assigned staff, and is responsible for the work of the section.

### MINIMUM BASIC QUALIFICATIONS

Three years of experience as a journey level, lead person or superintendent in any combination of structural, plumbing, electrical or mechanical construction work; or two years of inspection experience for a public agency; or any equivalent combination of training and experience which provides the following knowledge, skills and abilities.

### DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: current codes, laws, ordinances, rules, and regulations pertaining to construction; standard practices, current methods and materials used in construction; principles and techniques of inspection work.

Ability to: read and interpret construction blueprints, plans and specifications; understand and make construction computations; perform effective construction and occupancy inspections; recognize construction practices which do not conform to code standards, acceptable practices and/or plans; organize and present thoughts and ideas tactfully, courteously and effectively both in writing and orally; keep required records in an organized manner; establish and maintain effective working relationships with developers, architects, contractors, engineers, property owners/tenants, coworkers, and the general public in a culturally diverse community.

### SPECIAL REQUIREMENTS

Possession and retention of a valid California Class C Driver's License is a condition of employment. ICBO/ICC Certification as a Building Inspector is required prior to employment, and must be kept current as a condition of continued employment. Failure to maintain said certificate shall result in termination from employment. An ICBO/ICC Certification as a Combination Inspector may be substituted for a Building Inspector certificate. Additionally, ICBO/ICC Combination Dwelling Inspector is required within two (2) years of initial hire date. Failure to maintain said certificate shall result in termination from employment.

### SPECIAL WORKING CONDITIONS

Requires the ability to perform office work and construction inspection involving exertion of a moderate amount of physical effort to stand, sit, walk on even/uneven surfaces, ascend and descend ladders/scaffolding, bend, reach, kneel and lift ladders or other objects weighing up to 50 lbs. Willingness and ability to work irregular hours including weekends and evenings, and in inclement weather, as needed.

### CHARACTERISTICS OF SUCCESSFUL PERFORMERS

Successful performers are courteous and professional when dealing with others. Well organized and level headed, these individuals exercise sound judgement when evaluating and responding to both routine and crisis situations, have strong time management skills, and are accurate record keepers. The successful Combination Building Inspector is a self-starter who keeps current with all Code requirements, readily assumes responsibility and works independently within established guidelines. Using Total Quality processes, they are contributing members of the Planning and Building Agency Team, and effectively use their interpersonal skills to assist internal and external customers courteously and tactfully.

Class title change from Combination Dwelling Inspector per Council Resolution No. 2000-039, effective 7-1-00

Reviewed: 10/06

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