

CONSTRUCTION INSPECTOR IDEFINITION

Under general supervision, inspects public works construction for conformance to plans and specifications; inspects private construction, within the City's right-of-way, which is conducted under a permit.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Inspects work of construction projects including street, utility, storm drain, curb, gutter, sidewalk and public building construction to ensure conformance with specifications and regulations; enforces safe and proper construction practices. Reads and interprets plans, specifications, blueprints and related documents. Calculates quantities of construction material. Inspects quality and quantity of materials and work accomplished. Investigates and resolves complaints relating to construction projects. Uses current office software applications to prepare daily reports and progress pay reports. Performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is the journey-level classification in the Construction Inspector series. This class differs from the next higher class of Construction Inspector II in the level, scope and complexity of responsibilities and duties performed. Additionally, the Construction Inspector II performs at the advanced journey-level and has the responsibility of acting as residents' representative on capital projects and performs the more difficult and complex inspections.

RECOMMENDED MINIMUM QUALIFICATIONS

Three years of experience in construction or construction-related work in public works projects, or any equivalent combination of training, experience and education that provides the following knowledge, skills and abilities:

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: mathematics, including geometry and trigonometry; methods, equipment, materials and operating practices used in street and water systems construction, including sewers and storm drain installations, concrete finishing, street construction and resurfacing.

Ability to: effectively read and interpret engineering plans, blueprints and specifications; read, understand and interpret the Standard Specification for Public Works Construction and the Uniform Building Code; detect and locate faulty materials and workmanship; determine the stage of construction during which defects are most easily found and remedied; maintain effective working relationships with the public, contractors and fellow employees; communicate effectively, both verbally and in writing.

SPECIAL REQUIREMENT:

Must possess and retain a valid California Class “C” Driver's License throughout tenure in this classification as a condition of employment.

SPECIAL WORKING CONDITIONS

Must be willing and able to work irregular hours, including weekends, holidays or evenings, as needed. Must be willing and able to work outside in a variety of weather conditions.

DESIRABLE CHARACTERISTICS

Successful performers possess a positive, proactive, problem-solving approach to construction. They readily identify construction issues and problems, and develop progressively good judgment skills to resolve them expeditiously. These self-starters are tactful yet assertive when representing the City's interests on construction projects and related issues, and utilize excellent communication skills to maintain effective working relationships with other City employees, contractors and the general public.

Class title of “Construction Inspector” established per Council Resolution No. 58-281, effective 11-1-58.

Title changed to “Construction Inspector I” effective 7-1-89; Resolution 82-110 confirms title change.

Revised: 10/97; 02/04
Reviewed: 01/08
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