

CONSTRUCTION INSPECTOR IIDEFINITION

Under direction, performs the more complex or specialized inspections of public and private public works construction projects; serves as City's representative on City-administered projects; serves as a lead worker by providing training and guidance on public works inspections.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Inspects various structures and major construction projects for conformance with specifications and regulations. Reads and interprets plans, specifications, blueprints and related for assigned projects. Inspects materials and coordinates testing. Reviews and approves progress payments. Monitors and expedites contract schedule. Provides interpretation of contract document. Researches issues and problems and report results to supervisors. Monitors and keeps accurate records for work on force account. Uses current office software applications to prepare daily reports and other necessary documents. Assists in the negotiation of change orders. Ensures compliance with approved drawings and permit conditions. Ensures compliance with construction procedures of state and federally funded projects. Trains and provides technical guidance to Construction Inspector I incumbents. Coordinates with other City departments and utility agencies. Performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is the advanced journey-level class in the Construction Inspector series which specializes in the area of capital improvement projects built by the City. This class differs from Construction Inspector I by the level, scope and complexity of inspections and related duties performed. Additionally, the Construction Inspector II has the responsibility of acting as residents' representative on capital projects.

RECOMMENDED MINIMUM QUALIFICATIONS

Education and experience equivalent to graduation from high school supplemented by college-level coursework in public works construction and two years of experience inspecting public works projects; or, any equivalent combination of training and experience which provides the following 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; subcontracting practices and procedures; precedence of contract documents; contractor's insurance and bonding procedures; contract change orders; utilities protection and relocation; construction schedules; rules governing labor including prevailing wages, apprenticeship, and

worker's compensation; public convenience and safety; measurement and payment; progress payments.

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 possession and retain a valid California Class "C" Driver's License throughout tenure in this classification as a condition of employment.

Highly desirable: ICBO certification in the areas of reinforced concrete, structural masonry, structural steel/welding, electrical inspection, and plumbing inspection.

#### 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.

#### CHARACTERISTICS OF SUCCESSFUL PERFORMERS

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

Class title established per Council Resolution 89-070,  
effective 7-1-89

Revised: 02/04

Reviewed: 01/08

ADA Approved: 02/04; 01/08