

BUILDING INSPECTOR I
BUILDING INSPECTOR II

DEFINITION

To perform a wide variety of light commercial and residential building inspection duties at various stages of construction, alteration and repair for compliance with California building code, plumbing code, electrical code, and local ordinances; provide technical assistance to other inspection staff; and to provide information and assistance to the public.

DISTINGUISHING CHARACTERISTICS

Building Inspector I - This is the entry-level class in the Building Inspector series. Positions in this class typically have little or no directly related work experience and work under immediate supervision while learning job tasks. The Building Inspector I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Building Inspector II – This is the journey level class in the Building Inspector series and is distinguished from the I level by the ability to perform the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

SUPERVISION RECEIVED AND EXERCISED

Building Inspector I

Receives immediate supervision from the Building Inspection Supervisor and may receive technical and functional supervision from the Senior Building Inspector.

Building Inspector II

Receives general supervision from the Building Inspection Supervisor and may receive technical and functional supervision from the Senior Building Inspector.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Enforce building related codes, including adopted California Building Code, California Mechanical Code, California Plumbing Code, California Electric Code, California Residential Code, California Green Building Code, California Energy Code, and local ordinances.

Building Inspector I/II

Page 2

Read and interpret construction plans and documents; perform on-site inspections at various stages of construction and remodeling to ensure compliance with applicable codes; research issues for code compliance; issue correction notices and citations.

Perform on-site inspections of footings and foundations, framing electrical installations, plumbing and mechanical systems; inspect general framing and structure of building ensuring that sheathing and shear are properly secured, framing materials are of correct size and material and that the wall, roof, and floor systems match the plans and specs for design and layout.

Inspect foundation prior to placement of concrete, checking size and placement of steel for reinforcement.

Inspect plumbing for size, locations, and installation of all piping within the building and servicing the building; inspect mechanical systems for equipment, including location, duct sizing, emergency shutoffs, smoke and fire damper installations and locations.

Inspect electrical systems for proper wire sizing, installation, and location, with the proper ratings of servicing equipment and fixtures.

Inspect swimming pools and spas for steel placement prior to gunite, electrical, plumbing, and gas lines associated with pool or spa, inspect deck thickness and installation of all equipment.

Investigate complaints regarding building related issues; assist residents with compliance issues.

Maintain records of building and inspection activity and complete related reports daily.

Assist in researching code questions, construction techniques and complaints regarding commercial and residential buildings.

Respond to complex and sensitive building issues; follow up on daily inspections with contractors, architects, engineers and building owners either personally, by telephone, or in writing.

Interact with the public to verify and enforce safe building practices.

Build and maintain positive working relationships with co-workers, other City employees, and the public, using principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Building Inspector I

Knowledge of:

Accepted safety standards and methods of building construction for commercial, industrial, and residential buildings.

Building related codes and ordinances enforceable by the City, including the adopted California Building, Electrical, Plumbing, Residential, Energy, Green Building and Mechanical Codes; research methods and sources of information related to building code enforcement.

Ability to:

Learn to apply technical knowledge and follow proper inspection techniques to examine workmanship and materials.

On a continuous basis, know and understand all aspect of the job; analyze technical plans and reports; prepare inspection reports; know and understand, interpret, and explain department and program policies, procedures, rules, codes, laws, and operations procedures; observe, analyze, evaluate, and solve building inspection problems/issues, taking appropriate course of action; remember various building inspection rules and codes.

On a continuous basis, sit at a desk or stand at a counter for long periods of time; twist to reach equipment or materials surrounding desk; stand, walk, balance, stoop, kneel, climb, crawl, and bend while performing field inspection duties; talk, push, pull or perform simple grasping and fine manipulation; use telephone, and write or use keyboard to communicate through written means; and lift or carry weight of 50 pounds or less.

Learn to read and interpret complex building plans, specifications and building codes; detect deviations from plans, regulations, and standard construction practices; research code issues; enforce building codes and construction standards

Learn to provide technical assistance and make arithmetical computations rapidly and accurately.

Learn to enforce necessary regulations with firmness and tact.

Learn to determine whether construction systems conform to requirements.

Learn to apply rules, codes and policies regarding zoning, environmental matters, and other regulations to field situations.

Understand and follow safety regulations.

Understand and carry out oral and written directions.

Work independently in the absence of supervision.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Experience and Training

Experience:

Three years of journey level building construction experience.

Training:

Equivalent to the completion of the twelfth (12th) grade, GED, or higher level degree supplemented by college level coursework or certification in Building Inspection Technology, California Electrical Code (C.E.C.), California Building Code (C.B.C.), California Mechanical Code (C.M.C.), California Plumbing Code (C.P.C) or California Residential Code (C.R.C).

License or Certificate

Possession of a valid California driver's license by date of appointment.

Possession of International Code Council (I.C.C.) certification as a building inspector within two years of date of appointment.

Building Inspector II

In addition to the qualifications for the Building Inspector I:

Knowledge of:

Principles and techniques of building inspection work.

Principles of structural design and engineering mathematics.

Accepted safety standards and methods of building construction for commercial, industrial, and residential buildings, building related codes and ordinances enforceable by the City, including the adopted California Building, Electrical, Plumbing, Residential, Energy, Green Building and Mechanical codes.

Research methods and sources of information related to building code enforcement.

Ability to:

Apply technical knowledge and following proper inspection techniques.

Detect deviations from plans, regulations, and standard construction practices.

Read and interpreting complex building plans, specifications, and building codes.

Advise on standard construction methods and requirements of residential, commercial, and industrial buildings.

Provide technical assistance and supervision to other building staff in assigned area of specialization.

Make arithmetical computations accurately and rapidly.

Enforce necessary regulations with firmness and tact.

Determine whether construction systems conform to City code requirements.

Apply City codes and policies regarding zoning, environmental matters, and other regulations to field situations.

Experience and Training

Experience:

Two years of experience performing work similar to that of a Building Inspector I in the City of Roseville.

Training:

Equivalent to the completion of the twelfth (12th) grade, GED, or higher level degree, supplemented by college level coursework or certification in Building Inspection Technology, California Electrical Code (C.E.C.), California Building Code (C.B.C.), California Mechanical Code (C.M.C.), California Plumbing Code (C.P.C) or California Residential Code (C.R.C).

License or Certificate

Possession of a valid California driver's license by date of appointment.

Building Inspector I/II

Page 6

Possession of an International Code Council (I.C.C.) certification as a building inspector by date of appointment.

Possession of an International Code Council (I.C.C.) certification as a plumbing, mechanical, and electrical inspector is highly desirable.

07-27-18

06-30-16

05-08-14

12-12-07

05-12-07

06-03-98

10-07-96

08-22-96

07-01-89 Building Inspector I

10-01-88

07-01-88

12-01-86

10-30-73

-67

-66

-64