



34009 ALVARADO-NILES ROAD
UNION CITY, CA 94587
(510) 471-3232

SENIOR BUILDING/CODE COMPLIANCE INSPECTOR

DEFINITION

Under general supervision, inspects plans or buildings and construction for compliance with all local, state, and federal building and fire codes, laws and ordinances and provides training and working lead assistance to other inspectors as required.

SUPERVISION RECEIVED AND EXERCISED

General supervision is provided by the Chief Building Official. Provides lead assistance to building inspectors as needed.

DISTINGUISHING CHARACTERISTICS

This position is distinguished from the Building/Code Compliance Inspector class by the difficulty and complexity of the inspections performed. In addition, this position is expected to train and provide incumbent building inspectors with technical advice and lead assistance in the performance of complex combination inspections and assume responsibility for coordinating field operations.

EXAMPLES OF DUTIES

- Performs skilled inspection work in enforcing compliance with the City's building, electrical, mechanical, plumbing, energy, zoning and fire protection codes, standards, and all related laws and ordinances.
- Assists the general public, contractors, architects, engineers, and co-workers by interpreting and providing detailed explanations of requirements and applications of building, fire, plumbing, mechanical, and electrical codes including federal, state, and local ordinances.
- Routinely drives city vehicle to inspection sites to perform skilled inspection work.
- Reviews building plans, specifications and construction drawings to verify compliance with local, state, and federal codes, ordinances and regulations; approves or rejects plans and orders corrections to ensure compliance.
- Graphically details methods of construction and code requirements for the general public, contractors, architects, engineers, and co-workers.
- Trains and provides lead assistance to inspectors in the performance of their duties, specifically when complex inspections are being conducted and technical advice is required.

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EXAMPLES OF DUTIES (continued)

- Maintains appropriate records of inspections and recommendations on code requirements provided to the general public, contractors, architects, engineers, and co-workers.
- Performs inspections on structures where change of occupancy is planned; provides follow-up reports listing code required upgrades.
- Meets and confers with the Chief Building Official on a variety of matters related to Building Division work.
- Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge Of:

Specialized knowledge of materials and standards to be applied in building, electrical, mechanical, plumbing, energy, handicap access code inspections and fire code requirements.

Ability To:

- Perform the physical aspects of a field inspection.
- Effectively train and provide working lead assistance to building inspectors.
- Deal effectively, tactfully, and professionally with co-workers, the general public, architects, contractors, and engineers on the phone and in person.
- Read and interpret building and fire plans and specifications and enforce their application.
- Prepare clear and concise written reports.
- Research and study building, fire, plumbing, electrical, mechanical, and energy codes, laws, and ordinances.
- Perform moderate to heavy amounts of paper work.
- Work independently with minimal supervision.

Experience and Training

Any combination of experience and training that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

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Experience and Training (continued)

Experience

Four (4) years of experience dealing with code compliance considerations related to combination inspection or construction of buildings.

OR

Two (2) years inspection experience involving major commercial or industrial installations.

Training

Equivalent to completion of the twelfth grade.

License or Certificate

- Possession of Class C California Driver's License.
- ICBO (International Conference of Building Officials) certification as a building and/or combination inspector is desirable.

Special Requirements

Essential duties require the following abilities and work environment:

- Perform various physical activities on a continuous basis including standing, sitting, walking, bending, kneeling, crouching, stooping, squatting, climbing, twisting upper body, and work outside in extreme cold or heat.