PUBLIC WORKS INSPECTOR

DEFINITION

Under general supervision of the City Engineer, incumbents in this classification perform fully skilled inspection of contract construction work to ensure compliance with plans, specifications, and codes on a wide variety of public works projects; perform related work as required.

EXAMPLES OF DUTIES

- Inspect varied public works projects including streets, curbs and gutters, bridges, sidewalks, underground utilities, structures, landscaping and park facilities, traffic controls, and other projects for conformance to plans, specifications, OSHA standards, codes, workmanship, and quality and quantity of materials involved.

- Review and interpret plans, specifications, and drawings noting errors and omissions; make “as-built” notations.

- Make field tests of materials or take samples of materials for laboratory testing.

- Confer with contractor’s or developer’s representatives or with staff from other agencies or utilities regarding work in progress; may approve deviations from specifications within established guidelines or stop work in progress if specifications are not met.

- Maintain records of work performed and contract progress, and confirm periodic progress payment to contractors.

- Perform a variety of related work including investigating citizen complaints and permit applications, obtaining informal bids for minor projects, and entering data into an automated record-keeping system.

QUALIFICATIONS

Knowledge Of:

Basic and advanced construction; techniques and materials, including materials sampling and testing techniques; surveying principles and practices; CAL OSHA requirements; basic engineering mathematics; the methods, materials and construction procedures found in typical municipal construction projects.
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QUALIFICATIONS

Ability To:

➢ Determine quality, workmanship and conformance with plans and specifications through inspection and testing techniques.

➢ Read and interpret plans, specifications, codes, survey notes, test reports and job drawings; make accurate and complete notes, computations and records of work performed.

➢ Take samples and perform accurate field tests; use independent judgment and initiative within established guidelines.

➢ Develop and maintain effective working relationships with contractors, developers, staff from other agencies and utilities, and others contacted in the course of the work, even if relations might be strained.

➢ Follow oral and written directions; instruct less experienced inspection staff.

➢ Independently, successfully inspect any type of public works project found in a municipal setting.

LICENSE

Must possess a valid California Driver’s license and have a satisfactory driving record.

OTHER REQUIREMENTS

Must be able to stand, walk and climb for sustained periods of time. Must be willing to work out of doors in inclement weather conditions.

A typical way to obtain the required knowledges and abilities is:

Education: Completion of two years of college with major course work in a civil engineering or closely related technology.

Experience: Four years of experience with two of those years in public works or construction inspection experience of a type found in a city or related setting.