SENIOR PUBLIC WORKS INSPECTOR

DEFINITION
To perform the most complex work involved in the inspection of work quality and materials used in a variety of public works construction projects and subdivision to ensure conformance with approved plans, specifications and departmental regulations; and to maintain records and prepare reports pertaining to projects inspected.

DISTINGUISHING CHARACTERISTICS
Positions in this class perform the more complex inspections requiring the use of considerable independent judgement and initiative. The Senior Public Works Inspector classification is distinguished from the Public Works Inspector class by the responsibility assumed for coordinating field inspection operations, providing training to less experienced staff, as well as for performing the more complex duties assigned to positions within this series. General supervision is provided by higher level professional engineering staff. Exercises indirect supervision over inspection staff.

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

- Assist in supervision, scheduling and coordination of assigned inspections.
- Inspect work quality and materials used in a variety of public works projects to ensure compliance with approved plans, specification, codes and ordinances.
- Provide training to inspection staff; ensure uniform application of the appropriate codes, rules and regulations.
- Review plans and specifications of assigned projects; attend preconstruction conferences as assigned.
- Inspect materials for identification and conformance to specifications.
- Inspect various structures such as utilities, streets, sidewalks, gutters and other off-site construction; check line, grade, size, elevation and location of structures for conformance with specifications and regulations.
- Observe work during progress and upon completion; ensure that safety procedures are followed.
- Monitor, inspect and approve completion of work done under an encroachment permit; ensure that all specified conditions are met.
SENIOR PUBLIC WORKS INSPECTOR

EXAMPLES OF DUTIES (continued)

➢ Record amounts of materials used and work performed; prepare necessary reports for progress payments.

➢ Prepare activity records and reports.

➢ Coordinate design alterations between City staff and the developer.

➢ Assist in the supervision, training and evaluation of inspection personnel.

➢ Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge Of:

Principles, methods, materials, equipment and safety hazards of construction; applicable laws, regulations, codes and departmental policies governing the construction of assigned projects; defects and faults in construction; basic mathematics including algebra, geometry and trigonometry as applied to construction inspection work; basic soil mechanics and geology; principles of engineering as applied to construction inspection; engineering mechanics of structures.

Ability To:

➢ Understand and interpret engineering plans and specifications and prepare accurate engineering records.

➢ Deal firmly and tactfully with contractors, engineers and property owners. Communicate effectively, both orally and in writing.

➢ Detect and locate faulty materials and poor work quality and determine the stage of construction during which defects are most easily found and remedied.

➢ Analyze construction plans, specifications and maps; prepare correspondence and technical reports.

EDUCATION AND EXPERIENCE

Any combination of education and/or experience equivalent to graduation from high school and six (6) years of increasingly responsible construction inspection in street/highway construction and training in a field related to the inspection of construction (i.e. public works project surveying, materials testing and/or paving), including at least three (3) years of public works inspection.

LICENSE AND CERTIFICATES

Possession of a valid California Driver’s license; State registration as a construction inspector is highly desirable.