

# JOB ANNOUNCEMENT: Building Inspector



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<b>POSITION OPENING:</b>	CD 24-02	<b>Post Dates:</b>	12/9/2024 - Until Filled
<b>Classification Title:</b>	Building Inspector		
<b>Starting Hourly Rate:</b>	Building Inspector I: \$23.00 per hour	<b>Pay is based on experience</b>	
	Building Inspector II: \$ 25.00 per hour		
<b>Location:</b>	Community Development		
<b>Term of Appointment:</b>	Regular full-time		
<b>Probationary Period:</b>	One (1) Year		

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## Job Summary

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This role conducts field inspections throughout the City at project sites for code compliance, including residential and commercial site installations; inspects building, framing, footing/slabs, HVAC, and plumbing installations; and reviews approved building plans and compares to actual construction to ensure compliance. The incumbent will inspect building sites, review code requirements, and study to pass certification program requirements.

## Essential Tasks. Other duties may be required and assigned.

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- Performs limited professional trade and certification inspections of new, existing, and damaged residential and commercial structures for conformance to codes, amendments, ordinances, regulations, specifications, and standards.
- Documents inspection results, trade and certification records, regulatory actions taken, and other code compliance information in the department databases.
- Responds to inquiries and concerns received from contractors, builders, homeowners, and other customers pertinent to building construction and erosion control code compliance and corrective actions.
- Reviews and becomes knowledgeable in building, environmental, land development, and other codes.
- Performs other duties that support the objectives of the Community Development Department.
- Other duties may be required and assigned.

## Knowledge, Skills, & Abilities Required

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- Ability to obtain ICC Residential Building Inspection certificate within 12 months of hire date.
- Ability to read, speak and understand business English and construction terminology.
- Knowledge of laws, ordinances, construction codes, policies, standards, and regulations related to the job.
- Knowledge of safety processes and procedures.
- Ability to manage multiple projects simultaneously with a constant eye on quality.

## Reports to:

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Chief Building Official and assigned leader.

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## Physical Demands & Work Environment

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Physical Demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to occasionally operate in a normal office environment with occasional travel necessary to visit site locations, conduct investigations or inspections, attend training and meetings. Extensive travel by automobile with some periods of normal office environment is required. The employee is required to sit, use hands and fingers, handle controls and talk and hear. The employee frequently is required to reach with hands and arms. The employee is occasionally required to stoop, lift and move up to 30 pounds. Ability to maneuver and climb ladders and inspect homes/property as is necessary to properly assess damages. Specific vision requirements by this job include close vision.

Occasionally, works outside exposed to extreme temperatures and inclement weather. Frequently exposed to dust and occasionally to dampness and unsanitary conditions. Subject to hazards of construction work and working around traffic. Subject to excessive noise from equipment. Subject to exposure to cut gas and electrical lines when performing excavating work. Subject to heavy lifting, as much as 50 lbs. a distance of four feet from the ground. Subject to excessive reaching, pulling, pushing, feeling and climbing to operate equipment. Occasionally requires crawling, kneeling, stooping, and crouching to remove trapped debris from equipment or to perform routine maintenance on equipment. Must wear all safety equipment in accordance with safety regulations.

## Minimum Qualifications

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- High School Diploma or GED equivalent, and two years of related construction or trades experience, or an equivalent combination of education and experience sufficient to competently perform the essential tasks of the position.
- Active and maintain Georgia Driver's License and acceptable MVR (Motor Vehicle Record) throughout employment.
- Highly effective written and oral communication skills.
- NPDES Level 1B Erosion Control Inspector certification must be obtained within six (6) months of employment.
- Must successfully obtain ICC Residential Inspector certification within one (1) year of employment.