CITY OF SALINAS

COMBINATION BUILDING INSPECTOR I/II

BARGAINING UNIT/CLASS CODE:
SMEA / M11 (I)/M06 (II)

DEFINITION

To inspect routine and complex structural building systems at various stages of construction, alteration, repair and relocation; assist in the review of building plans and specifications for compliance with City and State codes and ordinances.

DISTINGUISHING CHARACTERISTICS

Combination Building Inspector I: This is the entry-level class in the Building Inspector series. Incumbents of this class are responsible for conducting less complex on-site inspections and investigations in one or more of the following areas: structural, electrical, plumbing, heating, ventilation, air conditioning, refrigeration, sewer, water, gas and grading. This class is distinguished from the next higher level by performing inspections and investigations in only some of the specialty areas and within well-defined procedural limits. Combination Building Inspector II: This is the journey level class in the Building Inspector series. Incumbents of this class are responsible for conducting the more complex inspections and investigations. This class requires the Combination Building Inspector II to be performing substantially the full range of duties for the class requiring a complete knowledge of department policies and procedures and meet the qualification standards for the class. This class is distinguished from the lower class by performing the more complex and specialized inspections and investigations independently.

SUPERVISION RECEIVED AND EXERCISED

Combination Building Inspector I: Receives general supervision from the Senior Combination Building Inspector. Exercises no supervision. Combination Building Inspector II: Receives general supervision from the Senior Combination Building Inspector. May exercise technical or functional supervision over other building inspection personnel.

ESSENTIAL JOB FUNCTIONS OF THE POSITION Duties may include, but are not limited to the following:

Combination Building Inspector I: Make field inspections of industrial, commercial and residential buildings during various stages of construction and remodeling to assure compliance with applicable codes and regulations of the City, County, State and Federal agencies. Inspect foundation, concrete work, framing, plastering and a large variety of routine structural building system elements such as checking stud, joist, rafter spacing and other structural member factors; examine grade, quality, and treatment of lumber, concrete work, lath, wire and composition. May conduct plumbing, electrical or mechanical inspections as needed. Assure proper and safe installations of routine building systems. Coordinate inspection activities with other City departments. Make field review of plans and specifications; approves inspections or indicates necessary corrective action; prepares reports of inspections or work completed. Assist in the conduct of code enforcement inspection work as assigned. Ascertain conformance to California Building Code and pertinent provisions of State and local ordinances and laws. Assist architects, contractors, builders and the general public in the clarification of codes and ordinances; may issue permit as required. May assist plan-checking staff on routine engineering and architectural plan review. Complete and maintain a variety of records, reports, documents, and correspondence related to field inspections. Promote and maintain safety in the work place. Perform related duties as assigned. Combination Building Inspector II: In addition to the examples of duties of Combination Building Inspector I, investigate complaints and code violations; inspect foundation, concrete work, framing, plastering and a large variety of complex structural building system elements. Assure proper safe installations of complex building systems.

PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, use telephone, business machines and related equipment; vision sufficient to read printed materials and distinguish colors; hearing sufficient to conduct in person and telephone conversations; speaking
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COMBINATION BUILDING INSPECTOR II (continued)

ability in an understandable voice with sufficient volume to be heard in a normal conversational distance, on the telephone and in addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop and reach overhead; physical mobility sufficient to move about the work environment, climb ladders, and to walk on uneven surfaces; physical strength to lift a ladder up to 50 lbs; physical stamina sufficient to sit for prolonged periods of time; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, and make valid judgments and decisions.

WORKING CONDITIONS

A combination of outdoor work inspecting construction sites, and a business office environment. In the office, subject to sitting at a desk completing reports, bending, crouching, or kneeling at files, pushing/pulling of file drawers and supplies, reaching in all directions and prolonged periods of time working at a computer terminal. On the construction job site, walking and standing for long periods of time, work in all types of weather environments, carry and climb ladders, occasionally crawl beneath projects to perform inspections.

QUALIFICATIONS

Knowledge of:

Accepted safety standards and methods of building construction. Building related Codes and ordinances enforceable by the City, specifically, the California Building Code. Principles and techniques of building inspection work. Proper inspection techniques to examine the quality of work and materials, and detect deviations from plans, regulations, and standard construction practices. A variety of zoning, general land use and related City codes. Building and related codes including City codes and regulations.

Ability to:

Determine that construction systems conform to City Code requirements. Read and interpret building plans, specifications, and building codes. Advise on standard construction methods and requirements. Make arithmetical computations rapidly and accurately. Maintain cooperative working relations with builders, contractors, and the general public. Apply City codes and policies regarding zoning and other regulations to field situations. Work independently without supervision. Enforce necessary regulations with firmness and tact.

License or Certificate:

Possession of a valid California Driver's License. Certification as a Building Inspector by the International Code Council or equivalent (within one year of date of hire for the level I and at the level II must have current certification). Certificate must be kept current during the course of employment.

Education and Experience:

Combination Building Inspector I: An example of the education and experience which most likely demonstrates the skills, knowledge and abilities, required to perform the duties would be any combination equivalent to completion of high school/GED and one year experience in the building construction trades at a journey level. Combination Building Inspector II: Any combination equivalent to completion of high school/GED and two years of experience as a Building Inspector in a public agency.

Reviewed
Department Director

Approved
Senior Human Resources Analyst

Approval Date

ORIG: 2-84, REV: 2-94, REV: 05-08,
REV: 06-12, REV: 08-14,
REV: 11-14

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