

CHEIF INSPECTOR

DEFINITION OF WORK

Supervises and participates in skilled inspection work of buildings and property within the County to ensure compliance with proper codes and ordinances. Employees supervise the daily inspections work in the building and plumbing unit or the electrical and mechanical inspections unit. Supervisory responsibilities include assigning work, approving leave, conducting performance evaluations, providing advice and counsel to inspectors, and reviewing reports and recommendations. Employees perform inspection work of building and within the County to ensure compliance with state codes and local ordinances. An employee in this class inspects construction and installation work in progress to enforce State codes for buildings construction and insulation in the areas of building and plumbing or electrical and mechanical. Work involves frequent field checks in the county to inspect construction work in various stages of completion to determine the quality of workmanship, materials, and safety precautions as well as an employee's quality of work. Work also includes plan review to advise applicants on code and accessibility requirements; issuing certificates of occupancy and stop orders when necessary; and advising on code interpretations. Technical judgment is required to interpret provisions of the codes as applied to practical construction projects and circumstances. Inspections may require moderate physical effort and are performed under hazards present in dealing with construction work in progress. Tact, courtesy, and firmness must be exercised in dealing with contractors and the general public. Work is performed under the general supervision of the Inspections Manager and is evaluated through conferences, review of reports and records, and contractor and citizen reactions.

EXAMPLES OF WORK

Performs complex technical and supervisory work for the Inspections Division; manages the daily operations of the Building and Plumbing or the Electrical and Mechanical units; assigns daily work, reviews status reports and work products for accuracy, counsels and provides technical direction to staff, conducts performance evaluations, participates in handling disciplinary actions; performs on-site building and plumbing or electrical and mechanical inspections of residential structures and commercial establishments; may inspect schools and industrial establishments if appropriately certified; notifies responsible parties of defects and re-inspects to determine if corrective actions have been taken; issues stop orders if necessary; issues building permits and certificates of occupancy; advises contractors in interpreting and applying code regulations; communicates with citizens concerning code requirements; reviews site plans, blue prints, and specifications and applications for permits for accessibility and building code compliance; maintains records of inspections and prepares necessary reports; recommends judicial actions and may be required to testify in court against violators of the State building code; drives to various locations within the county to perform work; inspects properties receiving storm or flood damage to assure safe occupancy; attends training to maintain certifications and remain knowledgeable of building codes and regulations; and performs related duties and responsibilities.

EMPLOYMENT STANDARDS

Education and Experience:

Graduation from a two year community college with a vocational/technical degree in building construction trades and four years of experience in performing field inspections in the assigned area of construction trades work; or equivalent combination of education and experience.

Knowledge, Skills, and Abilities:

Thorough knowledge of State codes and local ordinances as applied to assigned construction projects for inspection; considerable knowledge of building materials, techniques and workmanship; considerable knowledge of construction and insulation; skill in interpretation of codes and in their application to specific situations; skill in reading and interpreting plans and specifications; ability to establish and maintain effective working relationships with contractors and the public; ability to supervise others; ability to enforce regulations tactfully and firmly; ability to establish and maintain accurate and thorough records.

SPECIAL REQUIREMENTS

Requires level III Certification by North Carolina's Code Officials Qualification Board for Standard Building and Plumbing Inspector or Standard Electrical and Mechanical Inspector. Must have and maintain a valid North Carolina driver's license with an acceptable driving record. Condition of Employment: Each applicant who is tendered an offer for employment for any position with Cumberland County shall be tested for the use of drugs specified in the County policy. Refusal to submit to testing or a confirmed positive test shall be basis for withdrawal of the conditional employment offer.

Class levels:

ADA REQUIREMENTS

The employee is subject to inside and outside environmental conditions and extremely hot and cold temperatures. Work is also subject to noise, dusts and other environmental factors.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, fingering, grasping, talking, hearing, and repetitive motions. Must be able to perform medium work exerting up to 50 pounds of force occasionally, and/or up to 10 to 20 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Must possess the visual acuity to inspect details of construction and of construction plans, prepare reports, use a computer and do extensive reading.