

ELECTRICAL AND MECHANICAL INSPECTOR

DEFINITION OF WORK

Employees in this class perform inspection work of buildings and property within the County to ensure compliance with state codes and local ordinances. Employees in this class inspect construction and installation work in progress to enforce State codes for buildings construction and insulation to include electrical and mechanical inspections or inspections in all the four trades areas of building, plumbing, electrical, and mechanical codes if assigned to perform multi-trades work. 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. 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 Chief Inspector and is evaluated through conferences, review of reports and records, and contractor and citizen reactions.

EXAMPLES OF WORK

Employees perform on-site electrical and mechanical inspections, or inspections in all four trades for residential structures and commercial establishments within level of certification; may inspect schools and industrial establishments if appropriately certified; notify responsible parties of defects and re-inspect to determine if corrective actions have been taken; issue stop orders if necessary; issue building permits and certificates of occupancy; advise contractors in interpreting and applying code regulations; communicate with citizens concerning code requirements; review site plans, blue prints, and specifications and applications for permits for accessibility and building code compliance; maintain records of inspections and prepare necessary reports; recommend judicial actions and may be required to testify in court against violators of the State building code; drive to various locations within the County to perform work; inspect properties receiving storm or flood damage to assure safe occupancy; attend training to maintain certifications and remain knowledgeable of building codes and regulations; and perform related work as required.

EMPLOYMENT STANDARDS

Education and Experience:

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

Knowledge, Skills, and Abilities:

Considerable knowledge of State codes and local ordinances as applied to assigned construction projects for inspection; general knowledge of building materials, techniques and workmanship; general working 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 enforce regulations tactfully and firmly; ability to establish and maintain accurate and thorough records.

SPECIAL REQUIREMENTS

Requires level I Certification by North Carolina's Code Officials Qualification Board for Standard Electrical and Mechanical Inspector, or Standard Building, Electrical, Mechanical and Plumbing Inspector within one year of employment. 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:

Building Codes Inspector I: Holds four Standard certifications at the I level; may hold probationary level II or III certifications in one or more trade areas. (Employees with probationary certificates would be appointed in a trainee capacity.)

Building Codes Inspector II: Holds four Standard certifications at the II level; may hold probationary level III certifications in one or more trade areas.

Building Codes Inspector III: Holds four Standard certifications at the III level.

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.