

City of
EDMONDS
Washington

SENIOR COMBINATION BUILDING INSPECTOR

Department:	Development Services – Building	Pay Grade:	NE-14
Bargaining Unit:	SEIU	FLSA Status:	Non Exempt
Revised Date:	October 2012	Reports To:	Building Official/Assistant Building Official

POSITION PURPOSE: Under the direction of the Building Official and supervision of the Assistant Building Official perform inspections on commercial, multifamily and residential buildings in the process of construction, alteration or repair for compliance with applicable State and City codes including: the International Building Code, International Residential Code, Uniform Plumbing Code, and International Mechanical Code, International Fuel Gas Code, International Property Maintenance Code, Washington State Energy Code and Indoor Ventilation Code, Historic Building Code as well as other adopted codes of the City. Assure compliance with codes through inspection, writing correction notices and when required enforcement action. Assist the general public, contractors and design professionals in explaining code requirements, City policies, ordinances or procedures with regard to building inspection.

ESSENTIAL JOB FUNCTIONS:

In addition to Building Inspector job functions, the Senior Combination Building Inspector candidates must be able to:

- Independently conduct complex building code field inspections on all types of construction projects including plumbing and mechanical systems to verify compliance to State adopted Building and supplemental codes.
- Perform complex plan review on mechanical and plumbing permits.
- Perform plan review on changes to approved plans.
- Perform evaluations of potentially dangerous buildings based on adopted criteria and write detailed inspection reports on findings to assist the Building Official in investigations of abatement or public safety issues.
- Prepare and maintain daily inspection records related to construction progress.
- Coordinate inspections with City officials and the public; observe building construction work in process to assure code and safety compliances; conduct visual survey of site for setback verification or to determine survey requirements.
- Provide building code related information and technical assistance to citizens, contractors, designers and others by phone, in person or in the field. Receive, review and approve building plans and permit applications; issue building permits as needed.
- Conduct other inspections including fire damage inspections, expired permit inspections, code violations, pre and post demolition inspections, grading, sign and other inspections as assigned.
- Resolve conflicts with professional engineers on errors, omissions or deviations reported on test and lab reports.
- Serve as Chief Deputy Building Inspector during disaster response.
- Operate a computer, specialized computer software, copy machine, blueprint machine, and other office equipment as assigned.
- Operate and utilize various survey equipment and tools; drive a vehicle to various sites.
- Perform related duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

In addition to Building Inspector job functions, the Senior Combination Building Inspector candidates must have the skills, knowledge and abilities of:

- State adopted Building, Plumbing, Mechanical, Accessibility, Fuel, Gas, Historic, Energy and International Property Maintenance Code as well as other laws, rules, regulations and procedures related to inspection.
- Extensive knowledge of complex mechanical and ventilation systems.
- Extensive knowledge of cross connection and potable water system hazards.
- Work independently with little direction.

EDUCATION AND EXPERIENCE: Any combination equivalent to: two years of college-level course work in building construction technology, architecture or related field and five years progressive experience in building inspection. Experience in field inspection for a municipality or other governmental agency is desired.

REQUIRED LICENSES AND CERTIFICATIONS:

- ICC Certified Building Inspector
- ICC Certified Mechanical Inspector
- UPC Certified Plumbing Inspector
- ICC certified Building Plans Examiner obtained within 1 year of employment.
- Possess and maintain a valid Washington State driver's license

Must be able to successfully complete and pass a background check.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS:

- Indoor and outdoor work environment.
- Driving a vehicle to conduct work.
- Adverse weather conditions.
- Noise from equipment operation.
- Regular exposure to fumes, dust, odors.
- Hearing and speaking to exchange information.
- Dexterity of hands and fingers to operate a computer and survey tools.
- Seeing to read a variety of materials and conduct inspections.
- Climbing ladders and working on scaffolding.
- Walking over rough or uneven surfaces.
- Kneeling, bending, crouching and crawling.
- Reaching overhead, above the shoulders and horizontally.
- Working around and with machinery having moving parts.

HAZARDS:

- Contact with dissatisfied or potentially abusive members of the public.
- Sometimes noisy work conditions.

Incumbent Signature: _____

Date: _____

Department Head: _____

Date: _____