CONSTRUCTION INSPECTOR

BASIC FUNCTION:
Under the direction of an assigned supervisor, oversee, certify, and document all phases of construction-in an effort to ensure safety of life, property, and protection of the investment of the District. The Inspector will also interpret specifications of contracts, be knowledgeable in and interpret state and local mandated building codes and regulations. Oversee and manage contractors and sub-contractors. Depend on certification level, projects may include but are not limited to new construction, additions, alterations, modernization and reconstruction of existing buildings.

DISTINGUISHING CHARACTERISTIC:
Senior Inspector will be licensed and approved to inspect all types of construction. Inspector II will be licensed and approved to inspect construction projects of moderate complexity including wood frame building (even if they include some masonry and/or structure steelwork). Inspector II will not be approved for complex steel, concrete or masonry structures. Inspectors I will be licensed and approved for alterations, modernization and simple additions to existing buildings not exceeding 2000 square feet in floor area, the installation of relocatable buildings and other minor projects.

DUTIES AND RESPONSIBILITIES:

1. Inspects and oversees District construction projects and materials necessary for completion of a construction project. Projects will vary in level of complexity.

2. Ensures all phases of construction are according to contract specifications and federal, state, and local mandated building codes and regulations.

3. Coordinates and act as liaison between the District, contractors and state agencies to ensure compliance of projects from inception to completion.

4. Maintains detailed and appropriate documentation as required by federal, state, and local regulations of all assigned projects.

5. Reviews and interprets incoming federal, state, and local regulations and directives as they apply to construction projects within the District.

6. Notifies appropriate management as to any irregularities in building construction.

7. Performs other related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

1. Extensive knowledge of concepts, materials and terminology related to building construction in the specific area of expertise.

2. Principles, practices and applicable codes and regulations relating to building inspection.

3. Procedures for documenting inspections.

4. Principles of project planning, supervision, and management.
5. Generally accepted construction principles and practices as related to public works and schools in the state of California.


7. Computer applications related to the work.


9. Record keeping principles and practices.

ABILITY TO:

1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, cultural, disability, religious background and sexual orientation of community college students, faculty and staff.

2. Participate in appropriate training in hazardous materials handling, storage, and disposal; follow designated policy and procedures for Haz-mat identification, storage and disposal; maintain standards related to environmental compliance and personal health and safety as required. Provide a strong leadership role while maintaining cooperative working relationships with managers, faculty, and staff, outside contractors, and state and local agencies.

3. Use a computer for entry and retrieval of information for work assignments.

4. Interpret and apply state, local and District regulations and policies.

5. Analyze complex situations independently and accurately adopt an effective course of action.

6. Perform basic commercial inspections in the construction area of expertise.

7. Document inspections and follow through in code violations.

8. Read and interpret plans and specifications.

9. Organize, prioritize work and meet critical deadlines.

EDUCATION AND EXPERIENCE:

Knowledge of varying types of skills used in construction projects (i.e. plumbing, building, mechanical, electrical, fire & life safety, concrete, steel, heavy construction).

CONSTRUCTION INSPECTOR I

Any combination equivalent to: Twelfth grade supplemented by college course work in construction inspection or technology, pre-engineering or related field and three years experience similar to that of building inspection as mandated by the State Department of Architects. Class 3 DSA Certification required.

CONSTRUCTION INSPECTOR II

Any combination equivalent to: AA degree with major course work in construction inspection or technology, engineering, architecture or a related field and three years experience similar to that of building inspection as mandated by the State Department of Architects. Class 2 DSA Certification required.
CONSTRUCTION INSPECTOR SENIOR
Any combination equivalent to: AA degree with major course work in construction inspection or technology, engineering, architecture or a related field and five years experience similar to that of building inspection as mandated by the State Department of Architects. Class 1 DSA Certification required.

LICENSES AND CERTIFICATION:

School Construction Certification - (DSA required)

Current California State Operators License.

WORKING CONDITIONS:

Environment:
1. Office and construction inspection site environment.
2. Exposure to dust and noise.

Physical Abilities:
1. Hearing and speaking to exchange information.
2. Dexterity of hands and fingers to conduct inspections.
3. Seeing to read various materials.
4. Climbing, bending at the waist, kneeling or crouching.
5. Light lifting and inspection in confined areas.

DATE APPROVED:
RANGE: LEVEL I, L-60
RANGE: LEVEL II, L-64
RANGE: SENIOR, L-68
EEO-CATEGORY: H-60