SANDY CITY
APPROVED POSITION SPECIFICATIONS

I. Position Title: Professional Level Bldg Inspector

Revision Date: 02/06
EEO Function: Community Development
EEO Category: Technician
Status: Non-exempt
Control No: 30660

II. Summary Statement of Overall Purpose/ Goal of Position:

Under the supervision of the Chief Building Official, performs technical duties in enforcing construction codes to ensure public safety and health.

III. Essential Duties:

- Inspects buildings under construction and existing buildings, both residential and commercial, for compliance with building codes in the areas of electrical, plumbing, mechanical and structural.
- Inspects buildings under construction for compliance with setbacks, size, height, hillside ordinances, sub-division conditions of approval and general zoning regulations.
- Inspects sites or buildings for bond releases.
- Examines and approves minor residential plans and additions within guidelines established by Chief Building Official.
- Inspects businesses and home occupations for business license requirements and code compliance.
- Investigates complaints on non-building problems, such as grading, blowing dust and debris, mud and dirt in streets and zoning violations and issues "Stop Work" orders.
- Inspects mobile home and office installations.
- Makes minor technical interpretations of building codes with the guidelines established by the Chief Building Official.
- Assist and advise the general public in matters relating to building construction and code requirements.
- Investigate complaints and inspect buildings to determine if hazardous or illegal conditions exist relating to structures and their use.
- Assists various City Departments in investigating problems in City-owned buildings concerning electrical, mechanical, plumbing and building.

IV. Marginal Duties:

- Assists Fire Marshall, if requested, in any fire investigations.
- Maintains daily log of inspection activities.
- Performs other duties as assigned.

V. Qualifications:

Education/ Licences/ Certifications: One year of construction trade schooling; Valid Utah Driver's License; ICC Certification and the four following certifications: Building, Mechanical, Plumbing and Electrical; must be licensed with the State of Utah.

Experience: Two years direct inspection experience; may substitute one year of additional directly related inspection experience for required education.

Knowledge of: The International Building, Mechanical, Plumbing, and National Electrical Codes.

Responsibility for: Great responsibility for the care, condition, and use of materials and for making decisions affecting the activities of others; putting hostile and upset people at ease; not overlooking or disregarding safety code violations - an error could cause fire or water damage.

Communication Skills: Ability to professionally furnish and obtain information from other departments; requires well-developed sense of strategy and timing; constant contact with the public presenting data that may influence important decisions; frequent contacts involving the carrying out of programs and schedules.

Tool, Machine, Equipment Operation: Requires regular use of a computer, copier, two-way radio, and telephone system.

Analytical Ability: Communicate effectively both verbally and in writing; detect hazards and violations on site; maintain effective working relationships with co-workers and the general public; promote a positive image of Sandy City; write reports and complete forms; must be able to handle multiple assignments.

VI. Working Conditions:

Field inspections require frequent exposure to heights, construction site hazards, and weather. Frequent exposure to pressure from interpersonal conflict and deadlines; requires nearly constant contact with the public; great mental effort is required daily; moderate mental pressure and fatigue exist during a normal workday due to constant exposure to deadlines; frequent exposure to wet and/or humid conditions.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.