



COMBINATION BUILDING/PLUMBING INSPECTOR I or II

March 16, 2021

TO APPLY:

Please apply online at the following link:

<https://www.cityofnampa.us/208/Human-Resources>

For questions, contact the City of Nampa Human Resources Department via phone: 208-468-4412.

COMBINATION BUILDING / PLUMBING INSPECTOR I or II

Department: BLDG

Job Status: Full Time

FLSA Status: Non-Exempt Reports to Building Inspector Supervisor

Hiring Range: \$21.30-\$26.62

Position Range: \$21.30-\$31.94

Grade/Level: 20 Amount of Travel Required: Local driving within city limits for daily inspections

Job Type: Regular

Positions Supervised: None

Work Schedule: Generally, 8:00 am - 5:00 pm; however, must be able to work flexible and varied hours.

POSITION SUMMARY

GENERAL STATEMENT OF DUTIES

Performs residential building and/or commercial, industrial and safety inspections of new and existing properties to ensure compliance with Federal, State, and City codes and regulations; performs directly related work as required.

DISTINGUISHING FEATURES OF THE CLASS

The principal function of an employee in this class is to perform building inspections in compliance with all Federal, State, and City codes and regulations. The work is performed under the supervision and direction of the Building Inspector Supervisor, but considerable leeway is granted for the exercise of independent judgment and initiative. The Building Inspector I class is an entry-level position concentrating on residential building inspections. The Building Inspector II class is distinguished from the class of Building Inspector I by the performance of more diverse and complex inspections of residential, commercial, and industrial properties and multiple ICC certifications. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with the assigned supervisor, other City employees and officials, contractors, builders, business owners and the general public. The principal duties of the class are performed in a general office environment with potential personal hazards.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To accomplish this job successfully, an individual must be able to perform, with or without reasonable

accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- Performs commercial, industrial, and/or residential building and safety inspections of new and existing properties through all phases of construction to ensure compliance with Federal, State, and City codes and regulations.
- Establishes a cooperative working relationship with builders, contractors, homeowners and maintains communication with above and other public agencies and departments.
- Conducts final inspections with authority to postpone building or project completion based on compliance with enforcement codes and standards.
- Promptly records accurate incoming inspection requests and schedules.
- Performs detailed and technical plan reviews of proposed building designs.
- Investigates complaints of Code violations.
- Ensures public and operational safety on construction sites, including coordinating with other City agencies.

- Performs other duties consistent with the role and function of the classification.
- Attends meetings, conferences, workshops, training sessions, and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.

• ESSENTIAL RELATIONSHIP EXPECTATIONS

Keeps immediate supervisor and designated others accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.

Responds to citizens' questions and comments in a courteous and timely manner.

Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.

Is punctual and timely in meeting requirements of performance, including attendance standards and work deadlines.

Communicates information and states concerns in a clear and professional manner.

Respects the opinion of others and demonstrates a reasonable relationship with employees, supervisors and others.

Accepts and performs in a timely and effective manner changes in work assignments and/or how work is performed.

• REQUIRED KNOWLEDGE

Considerable knowledge of concepts, materials and terminology related to building construction and installation in building/mechanical inspection.

Considerable knowledge of all applicable Federal, State and local codes, rules and regulations, including the Uniform Building Code and energy and disability access regulations.

Considerable knowledge of computer applications, business and engineering mathematics, standard office practices and record-keeping principles and procedures.

Considerable knowledge of plan review principles, practices and procedures for documenting inspections, correction violations and court procedures if required.

• SKILLS/ABILITIES

Ability to interpret and apply appropriate methods, practices, procedures, codes

and regulations.

Ability to explain codes, interpret construction plans and utilize independent judgment when interacting

with engineers, architects, developers, property owners and the public.

Ability to organize and prioritize work and meet critical deadlines.

Ability to prepare clear and concise reports, correspondence and other written materials.

Ability to effectively handle the most complex and sensitive building and mechanical inspections and

quickly resolve complaints and problems.

Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language.

Ability to understand and follow oral and/or written policies, procedures, and instructions.

Ability to prepare and present accurate and reliable reports containing findings and recommendations.

Ability to use logical and creative thought processes to develop solutions according to written

specifications and/or oral instructions.

Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.

Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly

changing information and/or technology.

Integrity, ingenuity, and inventiveness in the performance of assigned tasks.

POSITION QUALIFICATIONS

Education:

High School Graduate or General Education Degree (GED): Required

Experience:

Building Inspector I: A minimum of 3 years of experience in as a Building Inspector I, and/or any combination of experience and training which provides the equivalent scope of knowledge, skills, and abilities necessary to perform the work.

Building Inspector II: A minimum of 6 years of experience in as a Building Inspector I, and/or any combination of experience and training which provides the equivalent scope of knowledge, skills, and abilities necessary to perform the work.

Computer Skills:

Ability to operate or quickly learn to operate a personal computer using standard or customized software applications appropriate to assigned tasks and the ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology.

Certifications & Licenses:

Valid State of Idaho Class D Driver's License.

1. Building Inspector I: International Code Council (ICC) certification as a Residential Building Inspector.
2. Building Inspector II: International Code Council (ICC) certifications as a Residential Building Inspector and a Commercial Building Inspector.
3. Idaho State Plumbing License
4. IAPMO Plumbing Inspector Certificate

PHYSICAL DEMANDS

N (Not Applicable) Activity is not applicable to this position.

O (Occasionally) Position requires this activity up to 33% of the time (0 - 2.5+ hrs./day)

F (Frequently) Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs./day)

C (Constantly) Position requires this activity more than 66% of the time (5.5+ hrs./day)

Physical Demands Lift/Carry

Stand F 10 lbs or less F

Walk F 11-12 lbs O

Sit O 21-50 lbs N

Manually Manipulate O 51-100 lbs N

Reach Outward O Over 100 lbs N

Reach Above Shoulder O

Climb F Push/Pull

Crawl F 12 lbs or less F

Squat or Kneel F 13-25 lbs O

Bend F 26-40 lbs N

Grasp O 41-100 lbs N

Speak C

WORK ENVIRONMENT

The principal duties of the class are performed in a general office environment with potential personal hazards.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

FINGER DEXTERITY: Sufficient finger or manual dexterity with or without reasonable accommodation to enable the employee to operate a personal computer, telephone, related office equipment and maintenance equipment.

SPEECH: Sufficient clarity of speech or other communication ability with or

without
reasonable accommodation to enable the employee to communicate effectively
and convey detailed or important instructions or ideas accurately, loudly or quickly.

HEARING: Sufficient clarity of hearing with or without reasonable accommodation
to enable the employee to hear average or normal conversations and receive
ordinary
information.

VISUAL ABILITIES: Sufficient visual acuity or other power of observation with or
without reasonable
accommodation to enable the employee to determine the accuracy, neatness and
thoroughness of the work assigned; to review a wide variety of materials in
electronic or hard copy form and perform activities such as viewing a computer
terminal; visual inspection involving small defects, small parts, and/or operation
of machines (including inspection).

PHYSICAL STRENGTH AND PERSONAL MOBILITY:
Sufficient personal mobility and physical reflexes, with or without reasonable
accommodation, which enables the employee to function within a general office
environment and to inspect public properties and work in a variety of terrains and
weather conditions.

Light work. Exerts up to 20 lbs. of force occasionally and/or up to 10 lbs. of
force frequently

The City has reviewed this job description to ensure that essential functions and
basic duties have been included. It is intended to
provide guidelines for job expectations and the employee's ability to perform the
position described. It is not intended to be construed as
an exhaustive list of all functions, responsibilities, skills and abilities. Additional
functions and requirements may be assigned by
supervisors as deemed appropriate. This document does not represent a contract
of employment, and the City reserves the right to
change this job description and/or assign tasks for the employee to perform, as
the City may deem appropriate.

Position : 232009

Code : 20210019-1

Type : INTERNAL & EXTERNAL

Posting Start : 11/20/2020

Posting End : 03/26/2021

HOURLY RANGE: \$21.30-\$26.62