

Assistant Electrical Chief (Operations & Policy Analyst 3) Salem

Our mission...

To protect and serve Oregon's consumers and workers while supporting a positive business climate.

The Department of Consumer and Business Services (DCBS) is a progressive business regulatory state agency dedicated to the mission of protecting and serving Oregon's consumers and workers while supporting a positive business climate. The department administers state laws and rules governing workers' compensation, occupational safety and health, financial institutions, insurance companies and building codes. The department has consumer protection and education programs, offices, and ombudsmen to help consumers, injured workers, and businesses.

This position is with the Building Codes Division (BCD). BCD adopts and enforces the statewide building code relating to the construction, reconstruction, alteration and repair of buildings and other structures and the installation of mechanical, plumbing, and electrical devices and equipment.

This position is represented by the American Federation of State, County and Municipal Employees union (AFSCME).

What's in it for you:

As part of a motivated team of building officials, plans examiners and inspectors, you will have the opportunity to help enforce Oregon's building codes which help fulfill the mission of DCBS. We work together to ensure our customers trust us to do the right work and deliver value through a client focused culture.

Oregon Building Codes Division employees become leaders in their respective fields and are in the driver seat of their own careers with an organization that is dedicated to supporting your success. DCBS has positions throughout the state of Oregon, with positions located in Salem, Coos Bay, Pendleton, and Bend.

Benefits to working for DCBS include:

- Rewarding work in a productive and creative environment
- Colleagues who are passionate about public service
- Work/life balance, 10 paid holidays a year, and a [competitive benefits package](#)
- Advancement and learning opportunities that will help grow your career with the State of Oregon
- Live, work, and play in [Salem, Oregon](#)

Here's what you will do:

As the Assistant Electrical Chief, you will be a resource as one of the experts on the State Electrical Specialty Code and will assist the Electrical Chief with comprehensive research, evaluation, and analysis to determine impacts of code adoption and interpretation on local jurisdictional application, rules processing, licensing, and training. The work involves analyzing and interpreting statewide electrical program policy and evaluating the effectiveness of programs for delivering desired outcomes for division staff, other agencies, boards, local jurisdictions, and the public.

For a complete listing of the duties and responsibilities of this position, please review the position description by clicking [here](#).

What we're looking for:

We are looking for strong individuals who have experience performing electrical inspections and plan review for a variety of different structures regulated by the state building code. You are very knowledgeable with nationally recognized electrical construction standards and codes. You are also familiar with the structural, mechanical, energy, and/or residential codes and possess a willingness to

assist and support others in identifying and resolving problems. You approach code application with consistency and flexibility.

You take pride in your reputation for providing excellent customer service, including treating people with courtesy and respect. You follow through on promises and commitments in a timely and consistent manner.

You have an uncanny ability to communicate well and can discuss technical requirements to non-technical customers. In fact, you demonstrate effective team participation by showing a willingness to assist and support others; and understand the importance of and can build great working relationships with constituents and stakeholders.

Here's what you need to qualify:

Minimum Qualifications:

- A Bachelor's Degree in Architecture or Engineering or any degree related to the construction of buildings; and four years professional-level evaluative, analytical and planning work related to the development, application, or enforcement of technical building construction standards;

OR

- Any combination of experience and education equivalent to seven years of experience related to the development, application, or enforcement of technical building construction standards.

Required Certification:

- Oregon Electrical Specialty Code Inspector Certification (must obtain within 3 months of hire)

Note: In order to sit for this certification exam, you must have an Oregon Supervising Electrician's License or have four years experience as an Oregon licensed General Journeyman Electrician.

Requested Skills:

- Perform duties of the position in a manner which promotes customer service including treating people with courtesy and respect
- Follow through on promises/commitments; demonstrates promptness, approaches code application with consistency and flexibility
- Demonstrate effective team participation by showing a willingness to assist and support others
- Demonstrate knowledge of nationally recognized construction standards and codes
- Actively participate in a constructive manner to identify and resolve problems
- Ability to communicate well including communicating technical requirements to non-technical customers
- Preference may be given to candidates possessing additional building code related certifications

Please ensure that you clearly demonstrate in your application materials that you meet the qualifications listed and that you follow all instructions carefully. Errors or omissions may impact your rating or result in you not being considered for the job.

How to apply:

- Click [here to apply](#) and fill out all information in the online application and complete the questionnaire. Failure to do so may result in your application being removed from consideration.
- Only complete applications received by the posted application deadline date will be considered.

After you apply:

- Log in to your Workday account before the job announcement closes to see if you have any pending tasks or actions, and make sure to complete these tasks or actions before the job announcement closes. These can be found under the "My Applications" section.
- Be sure to check both your email and Workday account for updates regarding this recruitment.

Additional information:

- Please save a copy of this job announcement for your reference, as it may not be available for you to view after the job closes.
- You may be asked to submit a skills assessment, a writing sample, or a video interview as part of the application screening process.
- The successful candidate must have a valid driver's license and a satisfactory driving record. Prior to an offer of employment, DCBS may request that you provide an official driving record.
- This position is subject to a fingerprint background check for any convictions directly related to its duties and responsibilities. Only job-related convictions will be considered and will not automatically disqualify the candidate.
- Eligible veterans who meet the qualifications will be given veterans' preference. For further information, please see the following website: [Veterans Resources](#). NOTE: If claiming veterans' preference please be sure to check your Workday account for pending tasks or actions under your "My Applications" section.
- The Department of Consumer and Business Services does not offer VISA sponsorships. Within three days of hire, you will be required to complete the US Department of Homeland Security's I-9 form confirming authorization to work in the United States.

Helpful links and contact information:

Learn more about [DCBS](#)

[Understanding the State Application Process](#)

[Help & Support](#) webpage

For additional information you may contact us by e-mail at DCBS.Recruiting@oregon.gov or by phone at 503-378-3200.

DCBS is an equal opportunity, affirmative action employer committed to workforce [diversity, equity, and inclusion](#).
