

CLASS SPECIFICATION FOR
Electrical/Elevator Inspector Supervisor

GENERAL STATEMENT OF DUTIES: Performs difficult field and office work in supervising electrical and elevator inspection programs, which involves enforcement of Virginia Uniform Statewide Building Code and County codes governing the installation and operation of electrical systems and equipment, elevators and other elevating devices; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: The employee in this class ensures maintenance of standards for electrical and elevator work throughout the County with regard to quality of materials, workmanship, and safety. The incumbent demonstrates discretion and judgment in interpreting and recommending revision of the applicable codes. The incumbent plans and assigns work of Electrical/Elevator Inspectors, Residential Combination Inspectors, and Senior Residential Combination Inspectors, makes the more difficult inspections, and resolves conflicts between inspectors, contractors and others subject to code regulations. The work is performed under the general supervision of the Deputy Building Official.

EXAMPLES OF WORK (illustrative only):

- Makes commercial electrical field inspections;
- Plans and assigns work of Electrical/Elevator Inspectors, Residential Combination Inspectors, and Senior Residential Combination Inspectors reviews reports and correspondence;
- Assists on new or difficult inspectional problems and makes occasional inspections or re-inspections;
- Makes decisions on code interpretations in case of conflict and disagreement between inspectors and alleged violators;
- Reviews plans and specifications and approves electrical permits;
- Appears in court as a witness;
- Maintains records of daily inspections and prepares periodic reports;
- Prepares related work as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Considerable knowledge of electrical codes and related ordinances; considerable knowledge of the methods and practices involved in constructing, installing, maintaining and operating a wide variety of electrical systems, elevators, equipment and appliances, and of standard testing devices; ability to devise new or revised codes as changing conditions warrant; ability to secure the cooperation of others; ability to plan and supervise the work of Electrical/Elevator Inspectors, Residential Combination Inspectors, and Senior Residential Combination Inspectors; good judgment; ability to enforce codes tactfully, impartially and firmly; ability to work effectively with contractors, architects and others; ability to keep records and make reports.

MINIMUM EDUCATION AND EXPERIENCE: Graduation from high school, preferably supplemented by courses in electricity, and five (5) years of electrical, enforcement or related experience; OR, any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid driver's license issued by the State of Virginia. Must be certified in trade field in accordance with the certification program of the Department of Housing and Community Development within three (3) years of date of employment. Shall participate in additional/on- going training as mandated by the Department of Housing and Community Development.