

CLASS SPECIFICATION FOR
Building Inspector I

GENERAL STATEMENT OF DUTIES: Performs skilled inspection work in enforcing compliance with the Virginia Uniform Statewide Building Code, County ordinances, and other related codes pertaining to building construction, alteration or repair; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs inspectional and enforcement duties in connection with construction, alterations, and/or repairs with respect to residential or commercial buildings; for conformance with structural, fire protection, property maintenance, electrical, mechanical, elevator, plumbing or amusement device safety regulations and requirements. The incumbent regularly exercises technical judgment and discretion based on familiarity with a wide variety of construction and repair problems. Work is performed in accordance with the Virginia Uniform Statewide Building Code and County codes under direct supervision from the Residential Building Inspector Supervisor, Electrical/Elevator Inspector Supervisor, Mechanical/Plumbing Inspector Supervisor and/or an Engineer II.

EXAMPLES OF WORK (illustrative only):

- Inspects footing excavation prior to placement of concrete;
- Inspects foundation walls;
- Inspects framing of floors, walls, partitions, ceiling, and roofs;
- Inspects completed construction to make certain all code requirements have been met and that construction is in accordance with approved plans and specifications;
- Issues stop-work orders on any work being executed contrary to provisions of the code or in an unsafe and dangerous manner;
- Inspects all types of furnaces and burners which warm air for heating purposes;
- Inspects ventilating, air conditioning, air pollution control and exhaust systems;
- Inspects steam and hot water heating systems, gas, liquid, and solid fuel piping and appliances;
- Inspects new and existing wiring and electrical installations in residences to ensure compliance with ordinances and code standards;
- Inspects new and existing elevators, escalators, dumbwaiters and lifts;
- Inspects amusement devices installations for compliance with the Virginia Amusement Device Regulations;
- Witnesses and reports on acceptance testing;
- Makes re-inspections of equipment to determine correction of violations;
- Confers with architects, builders, and owners on construction practices and matters of safety;
- Investigates complaints of code violations, prepares notices of violation and re-inspects to determine correction of violation;
- Maintains records of inspections, including diagrams and layouts, as appropriate, and makes applicable reports;
- Prepares daily activities reports;
- Obtains summonses, prepares and presents evidence and testimony for court cases and appeals hearings involving code violations that are not otherwise resolved;
- Performs related work as assigned;

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of any combination of electrical, plumbing/mechanical, and building practices, procedures, methods, materials, and equipment; knowledge of applicable state and local codes; ability to effectively enforce codes; ability to detect errors in installation/construction/maintenance and to recommend corrective action; ability to read and interpret plans and specifications accurately and to compare them with construction plans; ability to maintain effective working relationships with building owners and contractors; physical condition that permits activities including, but not limited to, walking and standing for extended periods, crawling, climbing, driving, and working under adverse temperatures and/or weather conditions.

MINIMUM EDUCATION AND EXPERIENCE: Graduation from high school, preferably supplemented by courses in plumbing, electrical, mechanical, and structural engineering, and three (3) years of experience in the trades; 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. Shall participate in additional/ongoing training as mandated by the agency and the Department of Housing and Community Development.