

COMMERCIAL BUILDING INSPECTOR

DEFINITION

Under supervision, examines, evaluates, and approves building construction, electrical, plumbing and mechanical installations in residential, commercial, and industrial buildings in accordance with applicable building regulations of the Fresno Municipal Code.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from a Supervising Commercial Building Inspector. This classification does not exercise supervision.

DISTINGUISHING CHARACTERISTICS

Commercial Building Inspector is the working level class in the construction commercial building inspector series. Incumbents examine, evaluate, and approve building construction, electrical, plumbing and mechanical installations in commercial and industrial buildings whose plans and specifications require the signature of a professional licensed by the State of California, and consulting services to architects, engineers, designers, contractors, and owners. This class is distinguished from a Senior Commercial Building Inspector in that incumbents of the latter provide general lead direction and/or assistance to lower level staff, and perform the more complex commercial and industrial inspections and installations.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

(may include, but not limited to, the following:)

Examines, evaluates, and approves building construction electrical, plumbing, and mechanical installations in residential, commercial, and industrial buildings and structures.

Maintains plan files, progress reports, permit inspection records, time and cost records.

Investigates alleged violations of the Fresno Municipal Code and related policies.

May perform field work necessary for the issuance of permits for construction, alterations, or change of occupancy of existing structures, including preparation of subsequent reports.

May perform or assist in plan review of proposed projects for code compliance.

Issues correction and stop work notices.

Assists the public in completing applications of building permits and understanding the phases of inspection.

Upon request, assists other inspectors performing similar duties.

Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Specifications, codes, ordinances, regulations, and practices used in the design and installation of electrical, plumbing and mechanical systems in residential, commercial, and industrial occupancies and accessory structures.

Skill to:

Operate modern office equipment including computer equipment.

Ability to:

Establish and maintain cooperative and effective working relationships.

Read and interpret construction plans and specifications and compare them with work in progress.

Conduct inspections; issue notices and enforce regulations.

Speak clearly and concisely, make sound decisions and establish and maintain effective working relationships.

Read and prepare clear, concise, and comprehensive written materials, including inspection correction lists and permit inspection records.

Detect substandard work and materials.

MINIMUM QUALIFICATIONS

Experience:

Three (3) years of journey level trades experience as a contractor (with electrical, plumbing, or mechanical emphasis); OR three (3) years of journey level trades experience as an electrician, plumber, or air conditioning mechanic installer involved in commercial or industrial construction;

AND

Education:

Completion of thirty (30) units from an accredited college or university with major course work in one of the following: Construction technology, architectural drafting, industrial technology, electrical engineering, mechanical engineering, engineering, engineering technology or closely related field.

Additional experience may be substituted for the required education on a year-for-year basis.

Special Requirements

Possession of a valid California Driver's License.

Incumbents selected after January 1, 1994 must acquire certification from the International Code Council or International Association of Plumbing and Mechanical Officials as a Certified Commercial Building, Commercial Electrical, Commercial Plumbing or Commercial Mechanical Inspector during the first two years of employment and maintain the required certificate for the entire term of employment in this job classification.

Certification as a Commercial Combination Inspector or a Combination Inspector is desirable.

APPROVED: _____
Director of Personnel Services

DATE: _____