

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV24677</b>
<b>Job Class Code:</b>	<b>400</b>	<b>Salary Schedule:</b>	<b>ASRRBGINS</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>18</b>
<b>Workers Comp Code:</b>	<b>5606</b>		

<b>Job Code Established:</b>	<b>10/01/98</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>		<b>Effective Date:</b>	

**JOB CODE SERIES:** State Building Inspector Series

**JOB CODE TITLE:** STATE BUILDING INSPECTOR

**HRIS TITLE:** STATE BLDG INSPR

**CHARACTERISTICS OF THE CLASS:** Works under the direction of Building Plans Coordinator II or Chief Engineer, and exercises considerable independent judgment. Authority to make recommendations for construction repairs and/or improvements; to initiate proper appropriate action to secure compliance with approved plans, specifications and correct code violations during the course of construction; to initiate immediate appropriate action or eliminate any life or health safety violations. Frequent daily travel; occasional overnight stays away from home base; some involvement in conflict resolution. Conducts inspections on the construction of state owned buildings for compliance with architectural plans and specifications within as assigned geographical area; makes determinations regarding the acceptability of work performed.

**EXAMPLES OF DUTIES:** Inspects state owned buildings during and after construction to determine if the exterior, roof, interior, electrical, sanitation and mechanical systems conform to architectural plans and specifications. Inventories buildings and other improvements, recording total floor areas, type of construction, occupancy and replacement cost, and composition of foundation, exterior wall, heating systems, sewage disposal, plumbing systems and fire protections systems. Writes detailed reports based on research and inspection on established forms provided. Drives automobile to various locations within an assigned geographical area of state carrying out business of the work system. Maintains files and reports for each building inspected. Maintains plans and specifications for each building inspected. Maintains plans and specifications for each building inspected. Performs related work as required.

**WORK RESULTS/PRODUCTS:** Completed job site inspections; completed inspection reports, to include findings and recommendations for corrections and repairs.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** building construction materials; construction inspection methods, procedures and techniques; methods used in restoration of old buildings; the building trades and building construction; locally adopted building codes and practices.

**Skill/Ability to:** complete assigned work projects by established deadlines; schedule and prioritize work assignments within established timeframes; use and maintain equipment, such as a vehicle, appropriate to the assignment; analyze and evaluate a wide variety of technical data including building plans and specifications; communicate verbally and in writing; establish and maintain relationships resulting from contact with contractors, homeowners and other agency staff; to observe and/or determine workmanship and materials deficiencies in construction of State-owned buildings.

**SPECIAL SELECTION FACTORS:** Required prior to attaining permanent status: International Conference of Building Officials (ICBO) certification.