



## **BUILDING INSPECTOR III**

**Occupational Code:** 2114

**Salary Range:** 30A

**Status:** Classified

**FLSA:** Exempt

**Established:** 6/96

**Revised:** 4/98

### **NATURE OF WORK:**

This is highly skilled inspections, enforcement and supervisory work in the examination, review, analysis, approval and/or disapproval of plans to ensure compliance with the South Florida Building Code and other applicable codes and regulations as it relates to building plans examining.

An employee in the classification shall perform evaluation work involving the application of skilled technical knowledge and judgment in examining plans, blueprints, workmanship, and other specifications for conformity to legally established requirements as a building and/or structural plans examiner. An employee in this classification works in an office reviewing a variety of blueprints, construction drawings, specifications, plans and permit applications, interacting directly with the public and may serve as a supervisor of a group of Building Inspectors I & II. Responsible for conducting field inspections; also functions as the Chief Inspector during his/her absences, as assigned by the Department Director or designee. This position is supervised by the Section Chief or higher level Administrator.

**ESSENTIAL FUNCTIONS:** (The examples of work listed in this class specification are not necessarily descriptive of any one position in the class. The omission of specific statements does not preclude management from assigning specific duties not listed herein if such duties are a logical assignment for the position. Examples of work performed are not to be used for allocation purposes.)

Examines plans, blueprints, tracings, sketches and specifications prior to issuance of building or proposed building construction.

Approves and/or disapproves proposed plans in accordance with codes and other regulatory requirements and discusses disapproved items with architects, engineers, contractors and/ or owner builders to obtain plan changes necessary for approval.

Supervises and assists in the inspection of new construction, remodeling, repairs and condemnation, for possession of permits and for conforming with the Building Codes.

Interprets codes and ordinance requirements and assists other inspectors in preparing and presenting cases in court.

Responds to inquiries regarding procedures on walk-through or drop-off plan systems, code interpretation and building design criteria.

Reviews roofing applications for compliance with the code; performs roofing inspections and enforces roofing protocols.

General office supervision ( i.e. review daily attendance report, review daily inspection reports, assign inspections, as required).

Conducts field inspections; and enforces FEMA regulations.

Has a role in the administration of collective bargaining agreements, Civil Service Rules and departmental policies and procedures.

During the absences of the Chief Inspector or as assigned, functions in an acting capacity.

Performs other related work as required.

**DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS:** (The knowledge, abilities and skills identified in this class specification represent those needed to perform the duties of the class. Additional knowledge, abilities and skills may be applicable for individual positions in the employing departments.)

Thorough knowledge of possible building defects and flaws and of effective corrective measures.

Considerable knowledge of the South Florida Building Codes and all other applicable codes, standards and regulations pertaining to building systems; building plans examining work

Considerable knowledge of general constructions methods and procedures, as they pertain to building, roofing and structural integrity.

Considerable knowledge of laws and regulations governing construction.

Some knowledge of Civil Service Rules and collective bargaining agreements and their application.

Ability to read, interpret and evaluate specifications and building plans against code requirements, rapidly and thoroughly under workload deadline conditions.

Ability to establish and maintain effective working relationships with subordinates and other employees, building owners, contractors, architects, engineers and the general public.

Ability to prepare and maintain complete and accurate records and to make effective reports concerning work performed.

Ability to plan, assign and supervise the work of others in a manner conducive to full performance and high morale.

**REQUIREMENTS:**

Must meet the requirements for a Building Plans Examiner as stipulated under the South Florida Code and the Florida Statutes, if applicable. A valid Florida Drivers License.

**Note: Special requirements or exceptions may be necessary depending upon needs of the City, however, they must be in accordance with the requirement of the South Florida Building Code and Florida Statutes.**

**TOOLS AND EQUIPMENT:**

Personal computer, including word processing and permitting software; calculator; pencil; ruler; drills; hand tools; copy machine; phone; two-way radio.

**PHYSICAL DEMANDS:** (The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

Work is performed mostly in office settings. Some outdoor work is required in the inspection of various land use developments, construction sites or during field supervision, as necessary. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.

While performing the duties of this job, the employee is constantly required to lift up to 14lbs; very frequently required to sit, stand, talk, hear; use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms; read and write in English. The employee is occasionally required to, climb stairs, reach above and below shoulders; work outside, high temperatures; walk and bend.

**WORK ENVIRONMENT:** (The work environment characteristics described here are representative of those employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

The noise level in the work environment is usually quiet in the office, and moderate to loud in the field. Occasionally required to work at considerable heights and at night.