



## **ELECTRICAL INSPECTOR I**

**Occupational Code:** 2120

**Salary Range:** 27A

**Status:** Classified

**FLSA:** non-exempt

**Established:** 7/78

**Revised:** 12/88 6/96

### **NATURE OF WORK:**

This is skilled inspections and enforcement work to ensure compliance with the South Florida Building Codes and other applicable codes and regulations as it relates to installation, operations and maintenance of electrical systems and equipment.

Work involves the responsibility for inspecting a variety of electrical installations to determine whether plans, workmanship and materials conform to legally established requirements. Employees of this class work independently on field inspections and must make decision exercising technical judgment; however, they consult with a technical superior on more difficult and unusual cases. Work is subject to periodic checks and reviews by a technical superior. This position is supervised by the Section Chief or his designee.

**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.)

Inspects residential, commercial and industrial electrical installations and equipment in new and old buildings for compliance with provisions of the South Florida Building Code. Issues notices to persons involved where electrical installations are found to be defective; makes recommendation on correct methods of installation.

Investigates on premises where fires have occurred to determine if the fire was due to electrical causes; investigates substandard electrical installations at the requests that they discontinue delivery of unapproved appliances to dealers. Arrests or secures warrants for the arrest of violations of the electrical code and assists in their prosecution.

Inspects electrical appliances in retail stores and notifies dealers to remove unapproved type from sale. Calls upon electrical appliance distributors and requests that they discontinue delivery of unapproved appliances to dealers. Arrests or secures warrants for the arrest of violations of the electrical code and assists in their prosecution.

Checks electrical installation plans and specifications for compliance with the electrical code. Confers with electrical contractors concerning electrical installations and correction of work done. Consults with superiors relative to procedures to be followed in cases that are not clearly covered by the electrical code. Confers with owners or with their agents concerning electrical installations where alterations are contemplated or are in progress.

Performs joint inspections. Certificate of Use inspections and follows up on complaints.

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.)

Considerable knowledge of methods, materials and techniques involved in constructing, installing, maintaining and operating a variety of electrical installations, equipment and appliances.

Considerable knowledge of general constructions methods and procedures, as they pertain to electrical systems and equipment, their installation, operation and maintenance and of standard testing devices.

Working knowledge of the South Florida Building Code and other applicable codes, standards and regulations pertaining to electrical systems, examining work and fire safety.

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.

### **REQUIREMENTS:**

Must meet the requirements as stipulated under the South Florida Building Code and the Florida Statutes, if applicable, as an Electrical Inspector. A valid Florida Driver's License.

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

### **TOOLS AND EQUIPMENT:**

Personal computer, including word processing and permitting software; calculator; meters; 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 primarily in outdoors. Frequent outdoor work is required in the inspection of various land use developments, construction sites, fire and arson investigations 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 very frequently exposed to electrical hazards and 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 do light lifting (up to 14 lbs), climb stairs, reach above and below shoulders; work outside, high temperatures; walk and bend and work at considerable heights.

**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.