

## Senior Building Inspector

This position is responsible for serving as a Building Inspector and be skilled to conduct building, plumbing, electrical and mechanical inspections for both residential and commercial construction projects. This position is also responsible for serving as a Single Family, Multi-Family & Duplex Rental Property Inspector and must be skilled in Section 8 Housing regulations. To perform this job successfully the individual must be able to perform each essential duties listed below satisfactorily.

### Essential Duties and Responsibilities

Have a working knowledge of the International Property Maintenance Code.

Have a working knowledge of all adopted construction codes and other codes and ordinances and exhibit the ability to interpret the various codes.

Ability to keep organized all pertinent records for inspections on a daily basis.

Ability to ensure compliance with all codes and regulations.

Interpret city policy and observe all safety rules and regulations.

Prepare various reports on field operations and activities.

Pursue the implementation of departmental goals, objectives, policies and procedures and evaluate methods to improve departmental services.

Follow all guidelines as established by the Building Official to see they are met fully as outlined.

Perform research and provide information on topics addressed by various boards and commissions.

Research City Ordinances in order to provide proper responses to inquiries.

When needed, assist with the residential and commercial permitting process.

Respond to and resolve difficult and sensitive inquiries and complaints that may arise in the field.

Issue citations for code and ordinance violations.

Ability to interrupt difficult inspections; review applicable codes and make appropriate decisions.

Recommends measures to improve production methods.

Analyzes and resolves work problems, or assists workers in solving work problems.

Maintain department vehicles.

Testify in court as an expert witness as necessary.

Perform other duties as assigned

### Education and/or Experience

High School diploma or GED and four years of responsible construction including supervision of construction projects and have the knowledge of residential or commercial construction. Four years of increasing responsible experience in building inspection, or the construction industry.

### Certificates, Licenses, Registrations

Preferred State of Texas Plumbing Inspectors License and ICC Certification. A valid Class C driver's license with a clean driving record is required for this position. Driving is a requirement of this position