

CITY OF SCOTTS VALLEY

**CLASS SPECIFICATION  
BUILDING INSPECTOR**

**JOB PURPOSE**

Under general direction, to perform a variety of technical inspections of structures to insure compliance with the City's building, electrical, plumbing, mechanical and zoning codes; and to do related work as required.

**EXAMPLES OF ESSENTIAL DUTIES**

**Essential Duties:**

- Inspects building construction and repair activities at all stages to insure compliance with building, plumbing, mechanical, electrical, and zoning codes.
- Enforces codes by giving instructions, warnings, stop work orders or citations.
- Issues construction, repair, and subcontractor permits.
- Checks foundations and construction and building materials for deficiencies.
- Ascertains that electrical wiring and electrical systems meet prescribed standards.
- Inspects plumbing installations for compliance with codes.
- Inspects heating systems to insure proper installations and safe operation.
- Confers with builders, homeowners, architects, engineers, and the general public as to code requirements and answers office inquiries.
- Keeps records and make reports of inspections.
- Checks construction plans for compliance with applicable codes.
- Looks for construction alterations being performed without proper building permits.

**Marginal Duties:**

- Performs related work as required.

**EMPLOYMENT STANDARDS**

**Education, Experience and Licenses:** Any combination equivalent to completion of high school and considerable experience at the journey level in a skilled building trade, and a valid California motor vehicle operator's license. Must abide by the Code of Ethics of the International Code Council.

**Ability to:** Detect violations of building codes and to recommend corrective actions; read and interpret plans, specifications and blueprints accurately and to compare them with construction in process; ability to climb ladders and slopes; exercise good judgment and tact; read, comprehend and apply complex building codes; follow oral and written instructions; establish and maintain effective working relationships with the public, City staff, building owners and contractors; plan own work independently and meet established deadlines.

**Knowledge of:** Principles and practices of one or more of the skilled building trades; building construction materials and practices; electrical, heating and plumbing materials and practices; Uniform Building, Plumbing and Mechanical, and Electrical Codes; City building codes and ordinances and of zoning laws related to building construction; accepted safety standards, and modern construction methods.

**Special requirements, conditions:** Within two years of the date of hire, must obtain certification by the International Code Council (ICC) as a Building Inspector AND one of the following speciality certifications: Plumbing Inspector, Mechanical Inspector, Electrical Inspector, or Building Code Accessibility Usability Specialist.

CITY COUNCIL APPROVAL: December 2, 2009