

# **LINN COUNTY CLASSIFICATION**

**TITLE: BUILDING INSPECTOR I**

**NUMBER: 325**

**PAY RANGE: 16**

**CATEGORY: OPEU**

**APPROVAL ORDER**

**NUMBER: 2000-253**

**DATE: June 7, 2000**

GENERAL STATEMENT OF DUTIES/JOB OBJECTIVES: Inspects building construction in progress for compliance with County Codes consistent with State Building Code Standards. Meets with contractors, engineers, architects and the general public to discuss code compliance.

SUPERVISION RECEIVED: Works under the general supervision of the Building Official who outlines assignments and reviews work through observation, conference and analysis of reports.

SUPERVISION EXERCISED: Supervision is not a regular responsibility of positions in this classification but an incumbent will be expected to take leadership in assisting less experienced inspectors on training assignments or inspections of a difficult or unusual nature.

ESSENTIAL FUNCTIONS: A person employed in this classification must possess the capability to perform the following duties to be considered for this position. The duties are essential functions requiring the critical skills and expertise needed to meet job objectives. Additional specific details of these essential functions may be provided by the specific office or department job announcement, if applicable.

1. Make field inspections on projects where qualified, as demonstrated through possession of Building Code Agency certifications in a manner which insures compliance with the State Building Code and related County Codes.
2. Conduct final inspections of complete work; give official approval to acceptable structures and installations.
3. Complete inspection forms, maintain a daily log of activities, prepare correspondence and notices of correction for appropriate remedy of deficiencies.
4. Investigate violations and complaints, prepare official reports, particularly checking hazardous conditions.
5. Set inspection routine for the day.
6. Provide the public with information regarding building regulations and procedures necessary to achieve code compliance.
7. Develop and maintain effective, harmonious and reasonable work relationships with others.
8. Maintain regular and predictable work attendance.

OTHER FUNCTIONS:

9. Other duties as assigned.

RECRUITING REQUIREMENTS: (Additional specific details may be provided by the specific office or department job announcement, if applicable).

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of building construction, materials and methods and State Building Codes and the ability to detect code deficiencies in qualified areas indicated by Building Code Agency Certifications; ability to read and interpret plans and specifications and to reconcile them with construction in process; ability to establish and maintain cooperative relations with contractors, the general public and other county employees.

EXPERIENCE, EDUCATION AND TRAINING: Graduation from a senior high school and a minimum of one year of experience as an inspector in a jurisdiction recognized by a model code group -- International Conference of Building Officials (ICBO), Building Officials and Code Administrators (BOCA) or Southern Building Code Congress International (SBCCI), or any satisfactory equivalent combination of experience, education and training which demonstrates the ability to perform the work described.

NECESSARY SPECIAL QUALIFICATIONS: Possession of one State of Oregon A Level Certification and two C Level Certifications plus Manufactured Home Inspector Certification. Also, possession of a valid motor vehicle operator's license and an acceptable driving record at the time of appointment.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Work is generally performed at construction sites. A person must have the ability to inspect buildings where climbing and crawling in confined spaces and at elevated heights is required. Work requirements include being able to see, talk and hear, sit and stand, walk, bend, stoop and the ability to lift, move and/or carry up to fifty pounds and use hands to finger, handle or operate office tools or controls or equipment, and reach with hands and arms.