



CITY OF KENOSHA
invites applications for the position of:
Building Inspector

An Equal Opportunity Employer

SALARY: \$61,632.00 - \$79,248.00 Annually

OPENING DATE: 07/05/18

CLOSING DATE: 07/19/18 11:59 PM

GENERAL OVERVIEW OF POSITION:

The Building Inspector performs skilled building inspection work to ensure compliance with all State and municipal codes. Under the general supervision of the Deputy Director and the direct supervision of the Supervisor of Inspections, the Building Inspector is responsible for compliance of buildings, structures and premises' plans with all building codes and for reviewing structural plans. The employee performs field inspections of permitted projects for approval and ensures that violations are corrected. Work requires the use of technical knowledge and discretion in reviewing plans. Work is reviewed through reports, conferences, and results obtained. Performs other work as requested or assigned.

EXAMPLE OF DUTIES & RESPONSIBILITIES:

- Reviews building, construction and site plans for compliance with building code requirements and for practicability of plans.
- Reviews plans and permit applications for compliance with building codes.
- Maintains computerized permit system.
- Prepares reports and maintains records of inspections performed. Reviews applications and plans, checks structural feature of plans, answers inquiries concerning building code requirements; and conducts field inspections.
- Recommends interpretations of and revisions to city regulations; estimates job values; determines required inspections; and updates computer data base. Acts as liaison with contractors, owners and City employees regarding local and state building codes; determines compliance with outside agency requirements.
- Follows up on complaints and building code violations.
- May be required to review electrical or plumbing construction and site plans and permit applications for building and plumbing requirements depending on state certifications.

NOTE: The duties listed above are intended as illustrations of the various types of work performed by persons in positions covered by this classification specification. This list is not all inclusive. The omission of a particular job duty does not mean that the duty is not one of the essential functions of the position. Management reserves the right to assign employees in this classification to duties not listed above, if the duties are fairly within the scope of responsibilities applicable to the level of work performed by employees in positions covered by this classification specification. This classification specification does not create an employment contract between the City and the employee and is subject to change by the City as the needs of the City and the department change over time.

REQUIREMENTS:

?Education, Training and Experience Requirements:

- High School Diploma or GED.
- Three (3) years construction experience or an equivalent combination of training and experience.
- ?Certification from the State of Wisconsin as a UDC Construction Inspector is required.
- Certification by the State of Wisconsin in Commercial Inspection is required.
- The City will provide a certification allowance for additional State of Wisconsin certifications above the minimum requirements for this position. The specific certification needs will be determined by the City.
- Possession of a valid driver's license and a good driving record. May be required to provide a personal vehicle for use on the job.

Knowledge, Skill and Ability Requirements:

- Knowledge of current practices and methods employed in building and related construction trades.
- Knowledge of City and State laws, regulations, codes and ordinances governing building standards, housing, certification and licensing of contractors.
- Ability to carry out field inspection of building sites. Ability to prepare reports and maintain records.
- Ability to consult with contractors, building owners, the general public and to effect and maintain satisfactory working relationships on inspection and regulation matters.
- Ability to issue violations and/or stop work orders when necessary and file reports on violations.
- Ability to read, understand, and interpret plans, drawings, blueprints, specifications and related construction documents, and identify them to construction in progress.

Physical Requirements:

- Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 pound) items and occasionally very heavy (100 pounds or over) items.
- Tasks may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments or both.
- Tasks may involve the sustained operation, on a production basis, of such devices as offset presses with associated equipment.

Environmental Requirements:

- Task may require frequent exposure to adverse environmental conditions.

Sensory Requirements:

- Task requires color perception and discrimination.

- Task requires sound perception and discrimination.
- Task requires depth perception and discrimination.
- Task requires visual perception and discrimination.
- Task requires oral communications ability.
- Ability to communicate effectively, both verbally and in writing, to prepare concise, accurate records and reports.
- Ability to establish and maintain an effective working relationship with the general public and fellow employees.
- Skill in operating a calculator, copy machine, computer, tablet and measuring tools associated with the construction trade.
- Skill in enforcing conformity with firmness, tact and impartiality.
- Ability to handle reasonably necessary stress.

METHOD OF SELECTION:

Applicant's education, training and experience will be analyzed. Written, oral and/or other exams may be given to determine if the applicant has the necessary knowledge, skills and abilities. Appointment to the position will be in accordance with City policy and the Civil Service Rules.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.kenosha.org>

Job #000-00
BUILDING INSPECTOR
NM

APPLICATION DEADLINE:

Applications must be received no later than 4:30 PM
Central Standard Time (CST) the date of the job closing.

OUR OFFICE IS LOCATED AT:

625 - 52nd Street
Room 205
Kenosha, WI 53140
Phone: (262) 653-4130
Fax: (262) 653-4127

OUR OFFICE HOURS:

8:00 AM - 4:30 PM, Monday - Friday
An Affirmative Action/Equal Employment Opportunity Employer M/F/D

Building Inspector Supplemental Questionnaire

- * 1. The following supplemental questions may be used as a scored evaluation of your knowledge, skills and experience. Be certain that the choices you make correspond to the information you have provided on your application/resume. Please be as honest and accurate as possible. You may be asked to demonstrate your knowledge and skills in a work sample or during a hiring interview. By completing this supplemental evaluation you are attesting that the information you have provided is accurate. Any information you provide may be reviewed by the hiring manager. Any misstatements or falsification of information may eliminate you from consideration or may result in dismissal.

- Yes and I understand and agree
 No I disagree

- * 2. Do you possess a valid driver's license with a good driving record?

- Yes
 No

- * 3. Do you have three or more years of construction experience?

- Yes
 No

- * 4. Do you have a Certification from the State of Wisconsin as a UDC Construction Inspector?

- Yes
 No

- * 5. Do you have a Certification from the State of Wisconsin in Commercial Construction?

- Yes
 No

- * 6. Do you have a high school diploma, GED or equivalent?

- Yes
 No

- * 7. Are you able to use your personal vehicle for use on the job or do you have access to a personal vehicle that can be used on the job?

- Yes
 No

- * 8. Please indicate which certifications you currently hold:

- UDC Plumbing Inspector
 UDC HVAC Inspector
 UDC Electric Inspector
 ICC Commercial Combination Inspector
 ICC Building Inspector
 ICC Combination Plan Examiner
 ICC Commercial Building Inspector and Commercial Mechanical Inspector
 ICC Mechanical Plan Examiner
 None of the above

9. Please list any other related certifications you hold?

- * Required Question