

CONSTRUCTION INSPECTOR I
CONSTRUCTION INSPECTOR II

DEFINITION

To inspect work quality and materials used in a variety of public works and utility construction projects including public and private residential subdivisions, commercial and industrial projects, utility facilities, and storm water compliance inspections; and to ensure constructed improvements are in compliance with approved plans, specifications, conditions, and regulations.

DISTINGUISHING CHARACTERISTICS

Construction Inspector I - This is the entry level class in the Construction Inspector series. Positions in this class typically have little or no directly related work experience and work under immediate supervision while learning job tasks. The Construction Inspector I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Construction Inspector II - This is the journey level class in the Construction Inspector series and is distinguished from the I level by the ability to perform the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

SUPERVISION RECEIVED AND EXERCISED

Construction Inspector I

Receives immediate supervision from the Construction Inspection Supervisor.

Construction Inspector II

Receives general supervision from the Construction Inspection Supervisor.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Inspect and evaluate City maintained improvements, new construction, modification, and “as-is” condition of various municipal and private structures such as utilities, streets, sidewalks, traffic signals, and gutters; check line, grade, size, elevation and location of structures for conformance with specifications and regulations.

Inspect roadway infrastructure improvements within city right-of-way of municipal buildings and facilities to ensure compliance with approved plans and specifications; observe construction work during progress and upon completion; notify project manager of any potential safety concerns, if needed.

Coordinate routine materials and field tests to assure quality of materials and work.

Review plans and specifications of assigned projects; attend and participate in pre-construction conferences as assigned; record and evaluate amount of materials used and work performed relative to progress payment requests; prepare recommendation for City acceptance of new municipal roadways, buildings and facilities.

Enforce Storm Water Pollution Prevention Plan; survey lots, high water marks along creeks and drainage on golf courses during periods of heavy rain.

Prepare Certificate of Compliance packages for City Council acceptance which includes organizing required information, maps, compaction results, and other department approvals.

Respond to residential complaints and questions pertaining to city roadway improvements and drainage issues.

May perform sub-professional engineering duties such as plan checking of maps and construction plans, drafting, design and construction estimating, surveying and recording of related data, reviewing of contracts, creating existing infrastructure databases and compiling miscellaneous reports.

Build and maintain positive working relationships with co-workers, other City employees, and the public, using principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Construction Inspector I

Knowledge of:

Principles and practices of construction methods and techniques, including basic principles of construction inspection.

Basic principles of algebra, geometry, and trigonometry.

Principles and practices of work safety and traffic control, especially as applied to public works field inspection activities.

Ability to:

Perform inspection of materials and work quality used in a variety of public works and utility construction projects and private subdivisions.

On a continuous basis, observe construction operations of construction projects in the field; identify underground service alert markings; interpret maps, plans, and reports; know how to perform underground work and other construction; and observe safety precautions.

Intermittently, walk around job sites; kneel and bend while reviewing infrastructure; climb in and out of trenches; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or less.

Learn to assess: the quality of materials and work related to construction/modification of a variety of public works facilities; analyze construction plans, specifications and maps relative to anticipated construction issues and propose possible solutions.

Communicate clearly and concisely, both orally and in writing with contractors, developers and city staff.

Keep records and make reports; use a desktop computer to enter and retrieve data.

Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training

Experience:

No experience is required. One year of experience in public works construction, engineering or a related field is desired.

Training:

Equivalent to completion of the twelfth (12th) grade, GED, or higher level degree, supplemented by additional course work in mathematics, drafting, construction technology or a related field.

License or Certificate

Possession of a valid California driver's license by date of appointment.

Construction Inspector II

In addition to the qualifications for the Construction Inspector I:

Knowledge of:

Principles, methods, materials, equipment and practices related to inspecting and assessing the safety of a variety of engineered public works and private development facilities.

Pertinent local, State and Federal laws, ordinances, and rules including Storm Water Pollution Prevention Plan.

Basic mathematics including algebra, geometry, and trigonometry as applied to construction methods and practices.

Basic soil mechanics and geology.

Principles of engineering as applied to the mechanics of structure design and building construction and inspection.

Ability to:

Independently perform inspection of materials and work quality used in a variety of public works and utilities construction projects and private subdivisions.

Assess the quality of materials and work related to construction/modification of a variety of public works facilities; recognize faulty materials, equipment, and workmanship; analyze construction plans, specifications and maps relative to anticipated construction issues and propose possible solutions.

Read, interpret, and analyze plans and conditions.

Keep records and make reports; use a desktop computer to enter and retrieve data.

Experience and Training

Experience:

Two years of increasingly responsible experience in public works/utilities inspection similar to a Construction Inspector I with the City of Roseville.

Training:

Equivalent to completion of the twelfth (12th) grade, , GED, or higher level degree, supplemented by additional course work in mathematics, drafting, construction technology or a related field.

License or Certificate

Possession of a valid California driver's license by date of appointment.

Possession of a certificate as a Qualified Stormwater Practitioner (QSP) from the California State Water Resources Control Board is highly desirable by date of appointment.

03-23-18

06-05-13

05-12-07

04-15-06 Construction Inspector I-II