



PUBLIC WORKS/BUILDING INSPECTOR

DEFINITION

Under the direction of the Community Development Director, or his/her designee, to provide building and public works inspection services, and perform work related activities in support of city programs.

DISTINGUISHING CHARACTERISTICS

The classification of Public Works/Building Inspector is a combination of Building Department and Public Works Department responsibilities. The Public Works/Building Inspector must have the individual capabilities to check building plans and make building inspections, while working in a team environment on a variety of public works projects.

ESSENTIAL JOB FUNCTIONS

Duties may include, but are not limited, to the following:

- ▶ Provide day-to-day operations oversight of Building Department activities.
- ▶ Conduct plan checks to insure compliance with Uniform Codes and other State and local regulations applicable to building construction.
- ▶ Provide building inspection services related to public and private construction activities to insure compliance with applicable building codes, ordinances, and regulations for all permits issued by the City Planning and Building Department.
- ▶ Issue permits through the City Planning and Building Department.
- ▶ Enforce all Uniform Codes as adopted by the City, and State and local regulations applicable thereto, City sign regulations, City zoning laws, and all other applicable provisions of the Sonora Municipal Code.
- ▶ Provide advice on building matters to the public and City staff.
- ▶ Assist in the construction and inspection of a wide variety of public works activities, including streets, curbs, gutters, sidewalks, storm drains, cemeteries, parking lots, parks, waterways, public facilities, and landscaping.
- ▶ Make recommendations on City policy and programs related to building, planning, redevelopment and housing activities.
- ▶ Make recommendations on the development of Building and Planning Department policy.

QUALIFICATIONS

Knowledge of:

- The Uniform Codes adopted by the City, including the Uniform Building Code, Uniform Plumbing Code, Uniform Mechanical Code, the National Electrical Code, and all State and local regulations applicable to building construction.

- A working knowledge of standard practices and procedures for the type of residential, commercial, and industrial construction typically found in the City.
- A knowledge of standard methods, materials, tools and equipment used in public works construction.

Ability to:

- Read and interpret building plans, and apply the adopted codes in reviewing those plans for permit issuance.
- Make field inspections of building and public works activities for compliance with plans and/or permits issued by the City.
- Operate any of a variety of equipment associated with public works construction activities.
- Perform maintenance on tools and equipment.
- Follow oral and written instructions.
- Establish and maintain good working relationships with co-workers and the public.
- Communicate clearly and concisely, both orally and in writing.

Education/Experience:

- Graduation from High School; or GED
- Maintain, in good standing, a Class B License issued by the State of California Contractor's Licensing Board.
- Possession of a valid Class III Driver's License issued by the State of California Department of Motor Vehicles.

WORKING CONDITIONS

Current physical and mental requirements for this position are: frequent sitting; walking and standing; bending, twisting, climbing, squatting and kneeling; complete work under deadlines; have memory capacity to recall details and events; distinguish between critical information and background noise/distractions, solve problems based upon applications of established codes, policies and procedures; and must be free from physical conditions that might adversely affect the ability to perform job functions in a variety of indoor and outdoor working environments.