BUILDING INSPECTOR

DEFINITION

Under direction, inspects new and existing buildings and structures to ensure compliance with the State Uniform Construction Code and enforces same to ensure public safety, health, and welfare; does related work as required.

NOTE: The definition and examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Examines plans for new structures to ensure compliance with building subcodes.

Inspects construction jobs, checks quality and amount of work completed, and resolves construction problems

Enforces rules and regulations regarding building subcodes.

Initiates legal action against violators of building subcodes.

Prepares essential reports.

Establishes and maintains essential records and files.

May give assignments and instructions to employees.

May make recommendations to superiors concerning disciplinary measures, promotions, and appointments of employees.

Collects fees for the issuance of various permits and keeps records of same.

Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office, or related units.

REQUIREMENTS:

LICENSE:

Possession of a valid Building Inspector's License of the appropriate class issued by the New Jersey Department of Community Affairs.

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

KNOWLEDGE AND ABILITIES:

RCS License:

Knowledge of structural design and analysis techniques necessary to check compliance with the State Uniform Construction Code particularly with regard to wood framing, light steel, and wall bearing systems which include foundation, wall, floor, and roof framing systems.

Knowledge of basic material standards, codes, and enforcement requirements related to weatherability and durability of installed construction materials.

Knowledge of basic fire protection requirements.

Knowledge of basic inspection tools and test methods.

Knowledge of organization and content of the State Uniform Construction Code.

Knowledge of the preparation of violation notices and prescribed inspection record keeping.

Knowledge of the classification of structures into class category.

Ability to analyze and interpret provisions of the State Uniform Construction Code that apply to buildings and other laws, rules, regulations, and policies applicable to buildings

Ability to carry out provisions of the State Uniform Construction Code as they relate to residential and small commercial structures.

Ability to prepare building construction plans and specifications, and to review for accuracy and feasibility those prepared by others.

Ability to work harmoniously with other municipal unit heads and with private contractors and architects.

Ability to make investigations and inspections.

Ability to prepare clear, sound, accurate, and informative reports of inspections and investigations containing findings, conclusions, and recommendations.

Ability to keep essential records and files.

Ability to prosecute violations of the building code by appearing in court.

ICS License:

The knowledge and abilities for an RCS license plus knowledge of requirements of the State Uniform Construction Code for class II construction plus:

Knowledge of the organization and content of the State Uniform Construction Code regulations, organization, and content of building subcode.

Knowledge of basic classification of structures into class categories. Knowledge of methods of systematic plans analysis.

Knowledge of information pertaining to structural, architectural, mechanical, plumbing, fire protection, and electrical features of buildings which must be shown on plans to ensure compliance.

Knowledge of code requirements related to fire divisions in buildings.

Knowledge of design analyses methods to ensure that structural and mechanical elements of building depicted on plans do in fact conform to code requirements.

Knowledge of field inspection and controlled inspection techniques to ensure that materials installed at construction sites are of same strength and quality as assumed by the design calculations and that they are installed in the manner required to achieve and preserve that strength.

HHS License:

The knowledge and abilities for an RCS and ICS license plus:

Knowledge of advanced structural systems including structural design and analysis techniques necessary to check compliance with the code for the heavily loaded and technically advanced systems which characterize class I buildings.

Knowledge of pile and other foundation systems used to bear very heavy loads.

Knowledge of analysis of highrise framing systems including wind load and seismic considerations.

Knowledge of fire protection systems requirements, standards, and design methods for exotic (nonwater) fire suppression system.

Knowledge of compartmentation elevator, voice alarm, and other highrise fire safety systems including material and installation standards and methods for ensuring compliance with those standards.

Knowledge of requirements for and design principals involved in various types of heating, ventilating, and air conditioning systems found in class I structures with particular emphasis on procedures ensuring adequacy of installation including fire protection requirements for such systems.

General ABILITIES:

Ability to analyze and interpret the State Uniform Construction Code, local building code, and other local ordinances that apply to buildings, and other laws, rules, regulations, and policies applicable to buildings.

Ability to carry out provisions of the State Uniform Construction Code as they relate to residential and small commercial structures, industrial and commercial structures, and to highrise/hazardous structures.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.