

Salary Schedule	MOU	Benefits
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Code No. 3070
 Approved by C.S.B.
 February 5, 1997

CONSTRUCTION INSPECTOR

DEFINITION

Under direction inspects a variety of public works construction projects, keeping accurate records of construction and time, cost and work performed for preparation of payments to contractors; assures compliance with plans and specifications and performs other related work as required.

EXAMPLES OF DUTIES

The following list of duties is intended only to describe the various types of work that may be performed and the level of technical complexity of the assignment(s) and is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement.

Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

1. Reviews general standards and specific plans and specifications by which public works construction or repair work is done by contract.
2. Observes work in all stages of progress to assure conformance with standards; consults with contractor's supervisory personnel as to methods of construction to determine their adequacy in relation to standards.
3. Authorizes changes or deviations, where there is no substantial cost impact, when consistent with the general intent of the plans or specifications.
4. Inspects and tests, or coordinates and reviews the tests of construction materials such as concrete, aggregates, soils, pipe and building materials; reviews workmanship and sequence of operations.
5. Makes recommendations on requested change orders.
6. Performs basic survey functions to confirm alignments and grades.
7. Inspects utility work ~~done performed on~~ within City ~~right-of-way~~ property for compliance with ~~finish~~ City standards.
8. Performs various inspections including those of sidewalk, curb and gutter work, street sign inventory, and street pavement indices.
- ~~9. Performs traffic count work including installation and monitoring of traffic count equipment and downloading of data.~~
10. Maintains all related records and prepares inspection reports; prepares progress payment estimates.
11. Advises and confers with members of the general public concerning problems resulting from public works projects adjacent to their property.

EMPLOYMENT STANDARDS

Education/Experience

Any combination equivalent to education and experience likely to provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

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Education: Graduation from high school.

Experience: ~~Three~~One years of public works inspection, ~~and~~survey, or ~~related~~ experience.

Knowledge

Knowledge of the principles and practices of public works construction; types of soils, materials, testing, survey methods, general street and ~~sanitary sewer building~~ construction, ~~design of~~concrete ~~mixforms~~, placing, finishing, ~~reinforced~~concrete and asphalt concrete construction and the construction and maintenance of municipal facilities.

Ability

Ability to conduct inspections of a variety of public works construction projects; review public works construction plans and specifications; interpret and apply related codes, ordinances and regulations; perform survey tasks, establish and maintain accurate records; communicate effectively; establish and maintain effective working relationships with employees and the general public.

Other Requirements

Possession of a valid California Driver's License and satisfactory driving record as a condition of initial and continued employment ~~only if the operation of a vehicle, rather than the employee's ability to get to/from various work locations in a timely manner, is necessary to perform the essential functions of the position.~~

Working Conditions

~~The work is performed predominantly outdoors and includes exposure to extremes in weather conditions, noise, noxious odors, airborne particles, and hazardous traffic, construction site conditions, exposure to slippery or uneven walking surfaces, uses computer monitor, exposure to vibration, works around others, works alone, works with others.~~

Physical Demands

~~Emphasize speech, hearing, vision, stooping, crawling, climbing, balance, and moderate to heavy lifting and physical agility.~~

JK/ps/nna: Personnel Department

2/19/97