



# City of Milpitas

## Announces a job opportunity for

# Building Inspector

**Annual Salary Range:** \$84,396- \$102,583

**Final Filing Date:** February 13, 2015

### **ABOUT THE POSITION**

This is full-time benefited Building Inspector position, responsible for inspecting routine and complex structural building systems at various stages of construction, alteration, and repair to assure compliance with approved plans, specifications, codes, and ordinances and regulations; and assisting in the review of building plans and specifications to determine compliance with applicable codes, ordinances, rules and regulations.

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

- Complete and maintain a variety of records on a computer, prepare reports, documentation, and correspondence.
- Conduct inspections to determine compliance with California Building, Mechanical, Plumbing, Electrical, Energy and Green Building Codes, pertinent provisions of County health and environmental ordinances.
- Oversee and monitor rehabilitation projects to ensure that work is properly performed and to ensure that no substandard materials are used in accordance with HUD requirements.
- Confer with developers, contractors, architects, engineers, and the general public.
- Inspect a large variety of other complex and routine structural building system elements such as steel, concrete, masonry, wood, and other structural member factors.
- Examine grade, quality, and treatment of lumber, cement, lath, wire, and composition.
- Inspect air conditioning, plumbing, and routine electrical systems.
- Assure proper and safe installations of routine electrical systems.
- Perform field review of plans and specifications.
- Apply proper inspection techniques to examine the quality of work and materials and detect deviations from plans, regulations, and standard construction practices.
- Perform related duties as assigned.

### **Knowledge of:**

The candidate would have knowledge of:

- Building related codes and ordinances enforceable by the City, specifically the California Building, Mechanical, Plumbing, Electrical, Energy, Green Building Code and Milpitas Municipal Code.
- Principles and techniques of building inspection work.
- Construction contracts and requirements.
- Lead-based paint.
- Building and related codes including zoning ordinances and other City codes and regulations.
- Accepted safety standards and methods of building construction.

And ability to:

- Advise on standards of construction methods and requirements.
- Make arithmetical computations rapidly and accurately.
- Establish and maintain effective working relationships with homeowners, developers, contractors, architects, engineers, City staff and the general public.
- Apply City codes and policies regarding zoning and other regulations to field situations.
- Enforce necessary regulations with firmness and tact.
- Use Windows, Excel, and Word computer programs.
- Keep abreast of current construction standards, codes, and regulations

## **MINIMUM QUALIFICATIONS**

**Education:** Equivalent to completion of twelfth grade.

**Experience:** Three (3) years of responsible experience in the journey level trades or as a contractor in a variety of building construction activities, including some experience as a building inspector

## **LICENSE AND CERTIFICATES**

- Possession of or ability to obtain and maintain, an appropriate, valid California Driver's License.
- Possession of a Building Inspector Certificate issued by the International Code Council (ICC) is required.
- Additional ICC certificates are highly desirable.

## **Special Requirements**

Essential duties require the following physical abilities and work environment:

Typically, work is performed at construction sites and in an office environment; exposure to outdoor elements; extensive use of the telephone and radio; repetitive keyboarding on a computer; ability to walk on uneven ground; reach (including overhead); squat, bend, lift, crawl, and climb; push, pull and carry up to 50 pounds; drive daily to various locations within and outside the City of Milpitas; ability to work safely in a hard-hat construction zone is essential; exposure to construction-related chemicals and products; may be required to crawl in confined spaces.

## **Selection Process**

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Candidates who successfully pass the selection process will be placed on an eligibility list. All candidates will be advised of their status once a finalist has been selected.

## **To Apply**

Only online applications via CalOpps will be accepted. Visit the City of Milpitas website at [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) or [www.calopps.org](http://www.calopps.org) to apply. Copies of required certificates (if applicable), must be scanned into one document, along with a resume, and attached to your application by the filing date.

A complete job description is available on the City of Milpitas website: [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) (under Employment, Job Specs) or from Human Resources - (408) 586-3090. The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

## **Salary and Benefits**

The salary for this position will be dependent upon the qualifications and experience of the selected candidate.

- Retirement - In compliance with AB340, CalPERS retirement formula is either 2% at age 62, or 2% at age 60, subject to an individual's eligibility and applicable pension reform law.
- Contributory Retirement Plan - New Hire Employee pays 7% or 6.25% employee PERS contribution subject to an individual's eligibility and applicable pension reform law. Employee will also pay 8.9% towards the employer PERS contribution, with a reduction to 4.9% towards the employer PERS contribution effective July 1, 2015.
- Vacation - 11 days per year to a maximum of 31 days per year.
- Sick - 12 days per year
- Holidays - 13 days per year
- Health Insurance - Multiple plans. Dental and Vision - City paid.
- Life insurance - City paid \$50,000 life insurance. Long and short-term disability coverage.
- 457 (b) Deferred Compensation Plan - \$900 a year, City paid.
- Employees participate in the LIUNA National (Industrial) Pension Fund

- Tax deferred medical and dependent savings plans
- Flexible Spending - Pre-tax medical and dependent day care expense accounts

### **SUPPLEMENTAL QUESTIONNAIRE**

Please complete the following supplemental questionnaire and submit with your application. Failure to respond to the following questions will result in an incomplete application and your application will not be processed. Please keep your responses to no more than one to two paragraphs.

1. List all relevant International Code Council (ICC) certifications for this position.
2. Please list your building inspection experience and include the type of inspection work you conducted; length of assignment and name of employer.
3. Please list any relevant educational and/or vocational training or apprenticeship programs/classes you have completed and certificates, degrees and/or licenses obtained.

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.



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<http://www.ci.milpitas.ca.gov/government/hr/employment.asp>

