EMPLOYMENT OPPORTUNITIES

POSTED: 01/28/15 12:00 p.m.
EXPIRATION: 02/09/15 4:30 p.m. or until filled
TITLE: Building Safety Inspector / Plumbing Inspector (Position Code #1420)
SALARY: $57,983 - $93,988
DEPARTMENT: Community & Economic Development
DIVISION: Inspections

GENERAL PURPOSE

The purpose of this position is to perform Plumbing Plan Reviews and Inspections of new construction, additions and remodeling of Commercial and Residential Occupancies. This position also assists in various other inspections and duties as needed in the operations of the Division.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Illustrative)

Reviews for compliance with local and state ordinances for plans of new construction;
Assists the Building Services Director in all aspects of construction inspections;
Inspects buildings to assess compliance with IBC Codes and State of Illinois Plumbing Code;
Issues letter of violation for cases of non-compliance;
Inspects all public safety emergencies which may involve a possible violation of building codes;
Assists with inspection of demolition and/or disconnection from City water and sewer services;
Locates and Inspects installations to City water and sewer services;
Assists with inspections of street excavations;
Develops and maintains historical records of ownership and occupancy for all construction within the City;
Assists in the issuing of all building permits;
Answers citizen inquiries regarding building code requirements;
Inspects buildings damaged by fire;
Assists in the inspection of other construction including, but not limited to, sidewalks, driveways, patios and remodeling;
Enforces the State of Illinois Plumbing Code, building related codes including International Building Codes, International Residential Codes, and local codes such as sprinkling, nuisance, clearing, grading, filling, and zoning, etc.;
Issues correction notices and citations;
Performs on-site inspections;
Examines all types of Plumbing installations and various other construction related items as qualified;
Maintains records of building and inspection activity, and completes related reports. Issues certificates and permits as appropriate;
Assists in researching problems and complaints regarding commercial and residential buildings, building construction and code compliance;
Responds to complex and sensitive building issues;
Assists in resolving complex and sensitive customer service issues, either personally, by telephone or in writing;
Maintains records and documents of customer service issues and resolutions;
Assists in administering the permitting function, including application processing, fee assessment and collection, and permit issuance;
Explains, interprets, and provides guidance regarding all applicable codes within area of responsibility to architects, engineers, contractors, developers, and other interested parties;
Assists the Board of Appeals as needed;
Review proposed subdivisions for code compliance;
Performs the duties of a plans examiner, or mechanical, plumbing or electrical inspector as needed and qualified;
Performs other related duties as required;

**DESIRED MINIMUM QUALIFICATIONS**

Education and Experience:

A. Graduation from a standard high school or GED equivalent,
B. Must have at least three (5) years of work experience in the installation, construction, or inspection of Plumbing;
C. A college degree or appropriate coursework in related areas;
D. Be an Illinois Licensed Plumbing Inspector or obtain License within 6 months of employment.

Necessary knowledge, skills and abilities:

A. Work experience in the installation of piping systems design and/or construction is preferred;
B. Thorough knowledge of the State of Illinois Plumbing Codes and International Mechanical codes, and a thorough knowledge of plumbing and heating; Considerable knowledge in plumbing, and skill in applying knowledge of International Mechanical codes, and the State Plumbing Code;
C. Skill in the operation of the listed equipment;
D. Ability to work well with the public and with local contractors; Ability to read and understand complicated plans and blueprints; Ability to communicate effectively orally and in writing.

**SPECIAL REQUIREMENTS**

A valid state driver's license. One or more IBC certifications.

**A complete job description is available in the Human Resources Department for review.**

THE CITY OF JOLIET IS AN EQUAL OPPORTUNITY/
REASONABLE ACCOMMODATION EMPLOYER