

## SENIOR ASSISTANT BUILDING AND PLUMBING INSPECTOR

Code No: 3-14-217

COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a senior level code enforcement position involving responsibility for checking plans and drawings, issuing permits, making field inspections and enforcing both town and state building and plumbing codes especially for more complex areas such as commercial and industrial construction. Work is performed under the general supervision of the Town Building Inspector with leeway allowed for the exercise of independent judgment on technical matters. The employee may be involved in new employee orientation or staff training. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Reviews plans and specifications submitted with building and plumbing permit applications for compliance with the building code, the plumbing code, the zoning ordinance and applicable laws and ordinances, especially for commercial, industrial, and more complex residential structures;

Inspects buildings and structures in the process of construction or repair (emphasis on commercial/industrial) for compliance with approved plans and specifications and all requirements of local and state law;

Issues building and plumbing permits;

Assist in the investigation and resolution of code complaints for more sensitive or complex matters;

Represents the department at meetings as directed by the Town Building Inspector;

Explains the requirement of the local building and plumbing codes, local zoning ordinances and the New York State Multiple Residence Law to building and plumbing contractors and to the general public;

Maintains records of investigations and inspections conducted.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the requirements of the local building code and zoning ordinances; good knowledge of modern practices, principles, materials and tools used in building construction and plumbing installation; good knowledge of the New York

State Multiple Residence Law; good knowledge of the building trades; good knowledge of basic principles of engineering and architecture; ability to conduct field inspections; ability to establish and maintain cooperative relationships with public officials; building contractors, plumbing contractors and the general public; ability to read and interpret plans and specifications; ability to represent department at meetings; ability to maintain records of investigations and inspections; willingness to work out of doors; good judgment; health commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma, plus EITHER:

- (A) Three (3) years of full-time or its part-time equivalent paid experience in building construction or inspection, involving plumbing facilities, including work on commercial and industrial projects; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Civil, Construction or Building Technology, plus two (2) years of experience as defined in (A); OR,
- (C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**NOTE:** Where minimum education requirements are not met, additional appropriate work experience may be substituted on a year-for-year basis. There is no substitution for the required work experience.

**SPECIAL REQUIREMENT:** Possession of a Class \*5\* drivers license at time of appointment.

### **SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES**

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: May 29, 1985