

CHIEF BUILDING INSPECTION SUPERVISOR

CODES/PAY RANGE

Class Code: 3727

EEO Code: A

Pay Range: 216

MAJOR FUNCTION

Responsible supervisory work in coordinating and scheduling work for building inspector/field supervisor and building inspectors; and enforcing the construction codes.

ILLUSTRATIVE DUTIES

(NOTE: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Supervises and coordinates the work of building inspector field supervisor and building inspectors engaged in the examination of construction for structural soundness and conformity to County building codes.

Confers with subordinates and assists them in the solution of complex problems which may arise. Interprets building codes for architects, engineers, building contractors, subordinates, and the public.

Provides code information to the general public by telephone and personal contact.

Reviews new products and methods used in construction. Gives technical supervision to Field Supervisor.

Responsible for the ongoing education and training of the Building Inspectors and Field Supervisor.

Investigates code violations and follows through with appropriate action. Makes spot inspections to check new methods of construction. Investigates construction failures for cause and remedy.

Reviews and investigates complaints, prepares and presents cases to the Volusia County Code Enforcement Board.

Performs related work as required.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the various types of building construction. Knowledge of the practices, methods, and materials used in the various stages of construction. Knowledge of when possible defects and violations may most easily be observed and corrected. Knowledge of effective management and supervisory practices.

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Ability to interpret and enforce County building codes. Ability to understand and interpret building construction plans and specifications. Ability to coordinate and schedule the work of subordinate employees. Ability to establish and maintain effective working relationships with contractors, architects, engineers, and the general public. Ability to communicate effectively, both orally and in writing. Ability to organize work. Ability to supervise.

MINIMUM QUALIFICATIONS

Three (3) years as a Building Inspector with the County. Must possess Florida State Standard Inspector Certifications in Building, Plumbing, Mechanical and Electrical.

Must complete Volusia County Supervisory Management Training within one year of appointment.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications. No substitutions allowed for State Certifications.

ADA REQUIREMENTS

Physical Demands: Light work, which may require walking, or standing to a significant degree. May be required to climb, balance, stooping, kneeling, crouching, reaching, fingering; talking by expressing or exchanging ideas by means of spoken word; hearing by perceiving nature of sounds by ear; seeing impressions through the eyes. Major visual functions are acuity, far and near, field of vision and accommodation.

Mental Demands: Mathematical ability dealing with geometry, algebra and shop math. Reading technical and legal statutes, manuals, procedures, literature related to field of expertise; maps, layouts, plans and blueprints; memos, reports, abstracts and summaries. Writing clearly and concisely relaying information, data, details and opinions. Speaking extemporaneously on variety of subjects.

Environmental Demands: Both inside and outside work. Exposure to inclement weather including rain, heat, humidity, cold. Limited exposure to dust, fumes, odors, noise.

Revised 11/22/00