

PLANS EXAMINER

CODES/PAY RANGE

Class Code: 3608

EEO Code: C

Pay Range: 419

MAJOR FUNCTION

Technical work in the examination of all residential plans for code and ordinance compliance.

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.)

Reviews residential construction plans and specifications for code and ordinance compliance.

Approves or rejects building permits based on examination. May make recommendation for code compliance.

Interprets codes and ordinances for architects, engineers, contractors, inspectors, and general public.

May be required to do field building inspections as needed.

Keeps abreast of new legislation concerning building and construction codes.

Performs related work as required.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of all codes and ordinances pertinent to residential construction requirements.

Knowledge of contractor licensing and registration requirements of the county.

Knowledge of

materials and methods of construction employed in residential building.

Ability to read and comprehend all types of construction plans and blueprints. Ability to communicate code and ordinance interpretations to contractors, architects and the general public, both orally and in writing.

MINIMUM QUALIFICATIONS

Possession of a minimum of one Standard Plans Examiner Certificate or the ability to qualify for a Provisional Certificate (Building, Plumbing, Mechanical, or Electrical) with the Florida Department of Business & Professional Regulation.

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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

Plans Examiner I (cont.)

sounds by ear; seeing impressions through the eyes. Major visual functions are acuity, far and near, field of vision and accommodation.

Environmental Demands: Both inside and outside work.

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.

Rev. 11/98

Rev. 5/02