

City of Lakewood

Full-time Job Opportunity

Building Inspector I

The City of Lakewood is currently accepting applications for a well-qualified Building Inspector I to join our Housing and Building team. The successful incumbent must have the ability to communicate effectively and must have knowledge of housing code inspection, plans examination and experience in construction and/or renovation of commercial and/or residential units; must have the ability to conduct inspections of new and existing structures, including ensuring code and ordinance compliance, identifying code violations, issuing permits and certificates of occupancy; must be able to educate home owners and contractors regarding construction techniques and procedures; must have the ability to maintain and submit all inspection records, issue violation letters and citations; must have the ability and knowledge to review plans for compliance with codes and ordinances, investigate complaints and respond to requests related to building and property maintenance; must have the ability to inspect fire damage; must have the ability to interact with the public within the community to provide information; must possess the knowledge of state, federal and local ordinances, codes, laws, rules and regulations, along with techniques of building construction; must have a knowledge of the legal processes associated with citation issuance and hearings; must possess the skill to read, interpret and prepare blueprints and maps; must be able to prepare clear and concise reports, correspondence utilizing information technology and Microsoft, SQL and proprietary software; must be able to work independently in organizing work, setting priorities, meeting critical deadlines and follow up on assignments; must have the ability to problem solve and to communicate orally with staff and the general public; must have the ability to add, subtract, multiply and divide whole numbers, common fractions and decimals.

While performing the essential functions of this job, the incumbent is regularly required to sit; use hands to finger, handle, or feel objects; ascend and descend stairs, scaffolding and ramps; maintain body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery or erratically moving surfaces; move about on hands and knees; bend body downward and forward, requiring full use of the lower extremities and back muscles; reach with hands and arms; speak and hear; use color, odor, texture, shape and sound perception and discrimination; and push, pull and/or lift up to 10 pounds frequently and up to 20 pounds occasionally. Work is performed in a normal office environment and in the field exposing the employee to outside atmospheric conditions; conditions such as fumes, noxious odors, dusts, mists, gases and poor ventilation that affect the respiratory system, eyes or the skin; possibly bodily injury from moving mechanical parts of equipment, tools, or machinery, electrical shock, falling from high, exposed places, explosions and/or toxic or caustic chemicals.

MINIMUM QUALIFICATIONS:

High School Diploma or GED equivalent and three (3) to four (4) years of progressively responsible related experience or any combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

APPLICANT MUST POSSESS AT TIME OF APPLICATION:

Licensing Requirements:

- Valid Driver's License **and**
 - OBBS Building Inspector Certification (BI) (Valid interim at time of hire may be considered)* **and**
 - OBBS Residential Building Inspector Certification (RBI) (Valid interim at time of hire may be considered) * A Valid OBBS Residential Building Official Certification (RBO) may be substituted for the OBBS Residential Building Inspector Certification (RBI).
And either of the following
 - OBBS Electrical Safety Inspector Certification (ESI) **OR**
 - OBBS Plumbing Inspector Certification (PI) & OBBS Residential Plumbing Inspector (RPI)
- Must satisfactorily complete a drug screen and police background investigation.

GENERAL INFORMATION:

This is a union position and the employee may be required to work overtime pursuant to the provisions of Article 5 and Article 15 of the current negotiated agreement. Applicants may be reassigned as required.

Wage Rate: \$45,763.85 – \$50,848.72
Normal Work Hours: 7:30 A.M. – 4:30 P.M. (M-F)

ONLY QUALIFIED interested applicants should submit a resume AND an application (at www.onelakewood.com) either on-line or to the City of Lakewood, Office of Human Resources, 12650 Detroit Avenue, Lakewood, OH 44107.

Application deadline is Thursday, June 28, 2012 at 4:00pm.

The City of Lakewood is an Equal Opportunity Employer

Posting date: Wednesday, June 20, 2012