

BUILDING INSPECTOR 3

Job Code	Pay Grade
12180	CL18

Nature of Work

This is limited supervisory and advanced technical work examining building construction plans and specifications and performing field inspections to determine compliance with county building codes. An employee in this classification is responsible for the review of plans prior to the issuance of a building permit for residential establishments and the field inspection thereof. A significant part of the work requires discussions with contractors, builders, and owners regarding the approval and disapproval of submitted plans for conformity with the design and safety aspect of proposed installation to the requirements of the building code. The incumbent is responsible for furnishing technical advice and assistance to Building Inspectors 1 and 2 regarding unusual or difficult problems encountered. The incumbent performs assignments with considerable independence within the framework provided by the approved code, policy of the department, and periodic issuance of work procedure memoranda. The incumbent reports to the Chief Building Inspector or designee.

Minimum Qualification Requirements

- Must possess a valid certificate as a Building Inspector as recognized by the State of Florida (Certificate) and 6 years of experience as a trades foreman, contractor, or at a similar supervisory level, or 4 years as a plumbing inspector; or
- Certificate plus Associate's degree in an engineering, planning, construction or related field, or completion of a 2 year vocational or technical diploma or certification in a related field and 4 years as a building inspector; or
- Certificate plus Bachelor's degree in civil engineering, construction or related field and 2 years as a building inspector; or
- Certificate and an equivalent combination of training, education, and/or experience.

Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Candidate must obtain a Florida Plans Examiner Certificate within 2 years of employment and maintain the related continuing education as required by Florida.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Illustrative Tasks (These are examples and are not all inclusive.)

- Reviews and processes plans and specifications submitted for building permits checking for compliance with existing codes and standards.
- Advises the applicant in preparing or modifying plans or specifications as required.
- Furnishes technical advice and information to field and office personnel within the limits of authority assigned by the Chief Building Inspector or next level supervisor.
- Plans, coordinates, and conducts training courses for field inspectors when so directed.
- Assists in the preparation for prosecution of code violators and represents the county at court hearings.
- Prepares and maintains technical records and reports; does other clerical and administrative work.
- Performs as Division Supervisor in the absence of the Chief Inspector.
- May perform data entry and retrieval functions in researching violations and scheduling inspections.
- Performs related work as assigned or required.

BUILDING INSPECTOR 3 (continued)

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Knowledge, Skills, and Abilities

- Knowledge of the methods and practices involved in building construction and of standard building testing devices.
- Knowledge of possible defects and faults in building construction and of effective corrective measures.
- Knowledge of the materials and methods used in building construction and of the stages of construction when possible defects and violations may most easily be observed and corrected.
- Knowledge of the codes and regulations governing building construction in the county.
- Skill in enforcing code regulations with tact and uniformity.
- Ability to apply computer applications and software.
- Ability to read and interpret construction and building diagrams, plans, and blueprints and to recognize deviations from such plans in the construction and installation processes.
- Ability to plan, assign, supervise, and review the work of a staff engaged in inspecting building and construction installations and equipment.
- Ability to complete the continuing education required by the state.

For official use only

Revised	EEOC Code	Overtime Code
7/16	Technicians	Classified