



## CONSTRUCTION INSPECTOR I

**Range:** 40  
**Salary:**

**JOB DEFINITION:** Under general supervision, performs a variety of specialized inspections of Agency and developer projects and performs related work as assigned by the Operations and Engineering Manager.

**SUPERVISOR:** Operations and Engineering Manager

### **DISTINGUISHED FROM LOWER RANGE POSITION(S):**

Construction Inspector I is the lower level of the two inspector positions. Upward mobility as a construction inspector is directly related to the incumbent's experience, knowledge and increased capabilities related to the job duties required.

### **EXAMPLE OF DUTIES:**

Under direction from supervisor; performs routine inspections at field locations of a variety of construction activities including but not limited to water and sewer pipeline installation, reservoir coating, well drilling and pumping plant construction, water reclamation plant construction, sewer lift station construction, electrical, and structural construction; understands test methods and inspection procedures for a variety of tests for various types of construction; prepares detailed daily construction reports documenting construction activities; prepares as-built drawings; participates in pre-construction meetings with contractors and engineers; assists with recycled water site user inspections; assists with commercial and industrial sanitary sewer site inspections; assists with cannabis businesses onsite field inspections; assist in the inspection and assessment of existing Agency capital assets; may assist with collecting and delivering domestic water samples to the Agency laboratory for analysis; adheres to Agency safety practices and policies; communicate effectively with contractors, engineers, and others to insure conformance of specifications; performs related duties as directed.

### **QUALIFICATIONS:**

**Schooling and Certification(s):** Possess one of the following is preferred:

- ACIA (American Construction Inspectors Association) Division IV, Public Works, Registered Construction Inspector (RCI)
- NACE Coating Inspector Level I
- Field Testing Technician Grade I certificate by the American Concrete Institute
- NICET Certificate: Asphalt, Concrete, Soil

Must obtain State of California Health Department Water Distribution Grade D-1 Certification within 18 months of hire date or may be subject to termination.

**Experience:** Minimum of two years of experience in the inspection of construction within the Agency's scope of influence, or within a city or agency found acceptable to the Agency, or any combination of training, experience, or education which would likely provide the required knowledge and abilities.

**License(s):** Possession of a valid drivers' license issued by the California Department of Motor Vehicles appropriate for the use of Agency vehicles required in the fulfillment of the job duties for this position, with an acceptable driving record.

**Knowledge of:** Construction principles, methods, practices, and procedures; purpose of and techniques of field test methods, practices, and procedures; understanding of water and sanitation distribution systems; safe work practices; mathematics including Algebra and Geometry; building codes and specifications pertaining to construction.

**Ability:** Read and understand blueprints, schematics, standard drawings and specifications; communicate effectively both in writing and verbally; understand and effectively carry out general oral and written instructions; computer skills to include using word processing, spreadsheets, and emails; make sound independent judgments within established guidelines; maintain accurate files and records; establish and maintain cooperative relationships with other employees.

#### PHYSICAL REQUIREMENTS:

**Climbing:**  yes  no **Frequency:** Continual  Often  Infrequently  Never   
Examples: Going up and down ladders, stepping stools, stairs

**Bending:**  yes  no **Frequency:** Continual  Often  Infrequently  Never   
Examples: Picking up boxes, normal office range of motion

**Lifting:**  yes  no **Frequency:** Continual  Often  Infrequently  Never   
Examples: Lifting boxes, audiovisual equipment, presentation material, etc.

**Sedentary/sitting:**  yes  no **Frequency:** Continual  Often  Infrequently  Never   
Examples: Driving or riding in vehicles, sitting at desk

**Standing:**  yes  no **Frequency:** Continual  Often  Infrequently  Never   
Examples: Standing on carpet, pavement, concrete in Agency facilities

**Repetitive motion:**  yes  no **Frequency:** Continual  Often  Infrequently  Never   
Examples: Operation of computer keyboard, writing, etc.

**WORK ENVIRONMENT:**

Generally, work is typically performed outdoors and will take place in all weather conditions, including extreme heat in excess of 110°; on occasions, work will be assigned within the Agency Operations Center or outlying Agency facilities. Work may involve entry into confined spaces to perform inspections.

Working hours will typically be between the hours of 7:00 am to 5:00 pm, Monday through Friday; however, work will also occur outside these hours to include weekends, nights, and holidays.

**I have reviewed this Job Description with my Supervisor and received a copy.**

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Employee Signature

Date

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Supervisor Signature

Date

***The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.***