CLASS TITLE: Building/ Construction Inspector

CHARACTERISTICS OF THE CLASS: Under general supervision, the class inspects the structural, safety and sanitary conditions of buildings, reviews building plans and construction specifications and inspects new construction, re-hab and alteration projects for compliance with the construction provisions of the building code; and performs related duties as required.

ESSENTIAL DUTIES: Inspects the interior and exterior of multi-residential and commercial buildings to ensure that structural, sanitary and safety conditions are in compliance with the building code; reviews and completes an inspection checklist of building components, lists found violations and issues citations for code violations; re-inspects buildings prior to court proceedings to ascertain whether violations have been corrected; ensures that building owners possess proper permits for alterations to building structures; inspects structures to ensure compliance with appropriate zoning ordinances and in response to heat related and rodent infestation complaints.

Reviews building plans and specifications to ensure structural and foundational components comply with the construction provisions of the building code; identifies materials and installation methods not in compliance with building code requirements and recommends changes to bring plans into compliance; inspects building structures to ensure that the framing and construction adhere to approved permit plans and construction specifications; examines construction materials for compliance to building standards; checks structures for adherence to property and lot lines and setback requirements; inspects the structural integrity and safety of buildings that have sustained fire damage; issues citations for code violations and prepares inspection reports.

Interprets and explains applicable sections of the building code and its requirements to contractors, residents and building and property owners; testifies at administrative hearings and in court regarding code violations and corresponding citations issued.

RELATED DUTIES: Obtains information from title searches to identify building ownership; inspects job sites for proper construction permits and ensures permits are valid.

MINIMUM QUALIFICATIONS:

Training and Experience. Successful completion of a US Department of Labor registered building trade apprenticeship training program and journeyman status, supplemented by two years of progressively responsible journey level building trade experience, or five years of progressively responsible skilled building construction or building inspection experience, or graduation from an accredited college or university with a Bachelor’s degree in Architecture or construction related engineering, or an equivalent combination of training and experience.
CLASS TITLE: Building/ Construction Inspector (cont’d)

A valid State of Illinois driver’s license is required. Must have the permanent use of an automobile that is properly insured including a clause specifically insuring the City of Chicago from accident liability.

Knowledge, Abilities and Skill. Good knowledge of carpentry and building construction theory and practices. Good knowledge of the requirements of the Municipal Building Code. Good knowledge of building materials and their proper disposal. Good knowledge of safety practices and procedures. Knowledge of the geography of the City.

Ability to interpret and apply the requirements of the Municipal Building Code. Ability to conduct inspections and prepare related reports. Ability to communicate effectively with contractors, buildings owners and the general public.

Physical ability to access multi-level buildings and work sites including roofs and basements to conduct inspections.

Good skill in the application of the methods and techniques used in conducting building and construction inspections. Good skill in reading and interpreting building plans, blueprints and construction specifications. Skill in analyzing and resolving construction problems. Good oral and written communication skills.

Working Conditions: Exposure to noisy, dusty, or wet environments.

Equipment: Tape measure, flash light, hand tools and personal safety equipment. Standard office equipment including personal computers.

NOTE: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

February, 2007
City of Chicago
Department of Human Resources