

# Chief Electrical Inspector



To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. -Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

## JOB SUMMARY

The Chief Electrical Inspector ~~provides supervision to~~supervises the electrical inspectors in the enforcement and interpretation of building codes and regulations related to the electrical discipline, and directly supervises Electrical Inspectors and Plans Examiners. -Work involves technical examinations and the application of standard trade practices to inspection work. Inspections are conducted independently but in accordance with the Building Division regulations and established technical standards. The Position analyzes current and proposed plans and specifications ~~for ensuring to ensure~~ compliance and ~~-reports directly to the~~Supervision is received from the Building Official.

## ESSENTIAL JOB FUNCTIONS (examples, not all-inclusive)

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification.- It is not necessarily descriptive of any one position in the class. -The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Supervises and trains Electrical Inspectors and Plans Examiners involved in inspections and plans reviews with-in compliance ~~of-with~~ the Florida Building Code.
- Consults with architects, engineers, general and specialty contractors, and homeowners on building permit applications.
- Educates the public and industry professionals regarding the requirements of the building code.
- Provides technical interpretation of the code requirements ~~as~~-related to the State and County.
- Attends special magistrate hearings as an expert witness as required.
- Coordinates work schedules with other trade inspections and with other City departments.
- Investigates complaints regarding alleged code violations and issues notices for remedial action.
- Retains certification through mandatory continuing education programs.
- Provides highly technical plans review and interpretation of the various codes for which the division is responsible for enforcing; consults architects, engineers, general contractors, specialty contractors, and homeowners on building permit applications;
- Schedules and performs electrical field inspections and electrical plan review to ensure code compliance.
- Attends various meetings, training sessions, and continuing education courses as required to maintain all applicable certifications and State of Florida CEU requirements within the department; retains certification through mandatory continuing education programs.
- Participates in emergency Hurricane and Natural Disaster Response efforts and requirements as directed.
- Performs Business Tax field inspections for new businesses.

- Data entry of inspection results.
- Performs other duties as directed

## QUALIFICATIONS

### Education and Experience:

High school diploma or equivalent. Five (5) years of experience in the construction industry, to include experience within a supervisory/managerial capacity; State of Florida Contractors License; Standard Electrical Inspector Certification; Standard Electrical Plans Examiner License; Broward County Board of Rules and Appeals Inspector and Plans Reviewer; or an equivalent combination of education, training, and experience. Additional qualifying experience or completion of coursework at an accredited college or university in a job-related field may substitute on a year-for-year basis for one year of the required experience or education. Possess or be able to obtain a valid State of Florida driver's license ~~within 30 days of~~ by the date of hire.

### Knowledge, Skills, and Abilities:

- Knowledge of building construction methods and materials.
- Knowledge of the Florida Building Code and Broward County Administrative Code.
- Knowledge of the general practices and materials of the building trades.
- Ability to read and interpret construction plans and blueprints.
- Ability to maintain effective working relationships with contractors, employees, and the general public.
- Ability to compile inspection data and make reports relating to code enforcement activities.
- ~~Possess or be able to obtain a valid State of Florida driver's license within 30 days of hire.~~

## PHYSICAL/MENTAL DEMANDS

Tasks involve the ability to exert light physical effort in sedentary to light work, ~~but~~ which may involve ~~some~~ lifting, carrying, pushing, and pulling ~~of~~ objects and materials of light weight (5-10 pounds). Tasks may involve extended periods ~~of time~~ at a keyboard or workstation. Work is performed in usual office conditions with rare exposure to disagreeable environmental factors.

## WORKING CONDITIONS

General office setting: frequent interruptions and many deadlines to meet.