

# Structural Inspector/Plans Examiner



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

This is a highly responsible technical work-position in the enforcement of structural codes governing the State of Florida and Broward County. -This position Performs professional, technical, and administrative work in-relation-related to regulatory standards, inspection activities, and permitting and licensing functions for residential and commercial building construction throughout the City. -This Position is responsible for performing professional plans review work associated with the daily operations of the Building Division. Work is performed under the general direction of the Building Official and Chief Structural Inspector.

## 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.

- Reviews submitted plans and performs field inspections for-to ensure conformance with established 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 court 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.
- Assist with structure fire and structure damage analysis during and after hours.
- 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;
- 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 business.
- Data entry of inspection results.

- Performs other duties as directed.

## QUALIFICATIONS

### Education and Experience:

- ~~High school diploma or equivalent. Have graduated from a standard high school or vocational school or possess a G.E.D. certificate from a recognized issuing agency. 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. Qualifying work experience may be substituted for the High School or equivalent education requirement on a year-for-year basis~~
- Possess or be able to obtain a valid State of Florida driver's license ~~within 30 days by the date~~ of hire.
- Certified as required by the State of Florida, Building Code Administrators and Inspectors Board (BCAIB) as a Standard (Building/Structural) Inspector OR be a Florida Registered Architect or Florida Licensed Professional Engineer (PE). (Required certifications and license must be kept current to continue employment in this class).
- Engineers are exempt from BCAIB certification.
- Certification by the Broward County's Board of Rules and Appeals (BORA) by meeting one of the following (An applicant for Certification as a Structural Inspector under the provisions of this section who is a graduate from an accredited school holding a Bachelor or Associate of Science Degree in Engineering, Architecture or Building Construction may be credited for two (2) years for Bachelor Degree or one (1) year for an Associate Degree towards the combined experience requirements (An applicant for certification as Structural Inspector under the provisions of this section may only substitute the required two-year HVHZ experience with two years of statewide experience by passing the BORA HVHZ exam):
  - Florida Registered Architect or a Florida Licensed Professional Engineer in the discipline requested PLUS two (2) years of HVHZ experience OR
- BCAIB certified Standard Inspector in the Building/Structural discipline with five (5) years of experience within the State of Florida; ~~of which,~~ two (2) years shall have been within HVHZ. (An individual qualifying through this path shall be required to acquire a General Contractors (GC) license by exam; within one (1) year of initial certification as an Inspector) OR
- Licensed GC with at least five (5) years of experience within the State of Florida in the Structural/Building discipline where two (2) years of which were within the HVHZ OR
- Five (5) years of construction experience in the Structural/Building discipline in a supervisory capacity; ~~of~~ which at least two (2) years shall have been within the jurisdiction of HVHZ. An individual qualifying through this path must acquire an Unlimited GC license by exam; from the Construction Industry Licensing Board (CILB) OR Broward County Examining Board OR the Miami-Dade Construction Trades Qualifying Board within one (1) year of initial certification as an Inspector OR
- Ten (10) years of construction experience in the Structural/Building discipline; ~~of~~ which at least two (2) years shall have been within the jurisdiction of the HVHZ. An individual qualifying through this path must acquire an Unlimited GC license by exam; from either the CILB OR Broward County Examining Board OR the Miami-Dade Construction Trades Qualifying Board within one (1) year of initial certification as an Inspector.
- Inspectors holding a Certificate of Competency in any area of construction shall not use their Certification to engage in free enterprise competing against persons or firms that may do business

within Broward County whose work they may also inspect, nor may they allow their Certificate of Competency to be used by another person or firm.

### **Knowledge, Skills, and Abilities:**

- Knowledge of building construction methods and materials.
- Knowledge of the Florida Building Code, and Broward County Administrative eCode.
- 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 moderate physical effort, requiring considerable mobility ~~in~~ when moving from one location to another ~~in performance of~~ to perform essential tasks. -Position involves various other intermittent physical activities that include, but may not necessarily be limited to, climbing, crawling, stooping, kneeling, and bending. -Work may involve ~~some~~ lifting, carrying, pushing, and pulling ~~of~~ objects and materials of light to moderate weight (10 – 40 pounds).

### **WORKING CONDITIONS**

Work is performed indoors and outdoors in all types of weather.