

**CITY OF LAUDERHILL  
CLASS DESCRIPTION, 2020**

**POSITION TITLE: STRUCTURAL BUILDING INSPECTOR**

**GENERAL DESCRIPTION OF DUTIES**

Under the general direction of the Building Official, performs a variety of construction inspection tasks to ensure compliance with building codes and/or other pertinent City ordinances and regulations. Incumbent is skilled and is certified to make inspections in all areas necessary to ensure the structural integrity of new and existing construction. Incumbent works independently in field inspections, making decisions requiring the use of technical judgment and discretion. Performs other work as requested.

**SPECIFIC DUTIES AND RESPONSIBILITIES**

**EXAMPLES OF ESSENTIAL FUNCTIONS**

Inspects all construction work done by contractors.

Inspects new and existing construction in residences and buildings, both public and private, for conformance with safety standards, laws, codes, and ordinances.

Ensures that applicable permits have been secured by contractors, prior to making inspections.

Check plans and workmanship to see that construction complies with all ordinances and regulations.

Prepares reports and maintains records of work performed; maintains daily work records of inspections and other reports and files, as necessary.

Assists contractors and the public in understanding zoning ordinances; provides information regarding process for changing a zoning regulation or requesting a variance.

Reports violations and notifies responsible parties.

Knowledge of zoning, licensing and other related municipal ordinances as well as the applicable building codes; methods and practices involved in the construction industry, and possible defects and faults when such defects are most easily located and remedied.

Ability to maintain professional competency through formal and informal education efforts, and to deal with the public in an efficient, impartial and courteous manner.

Ability to read, understand and interpret plans, drawings, blueprints, specifications and related construction documents and identify them in relation to construction in progress, and to perform on equipment necessary for proper departmental operation.

Skill in enforcing codes and ordinances with tact and fairness.

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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.

### **MARGINAL FUNCTIONS**

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

Performs minor office functions such as filing, faxing, emailing, data entering, and copying.

Performs related duties as directed.

### **MINIMUM TRAINING AND EXPERIENCE**

High School Diploma or GED, with a minimum of five years of construction experience in a structural discipline, in a supervisory capacity; or an equivalent combination of education, training, and experience.

### **SPECIAL REQUIREMENTS**

- Certification by the Broward County Board of Rules and Appeals as requested by the State of Florida Certification by the State of Florida Building Code Administrators and Inspectors Board, within one (1) year of hire
- Valid Florida State driver's license
- Valid General Contractor or Residential Contractor or Building Contractor License issued by the State of Florida or the Broward County Licensing Board

### **PERFORMANCE APTITUDES**

**Data Utilization**: Requires the ability to coordinate, manage, strategize, and/or correlate data and/or information. Includes exercise of judgment in determining time, place and/or sequence of operations. Includes referencing data analyses to determine necessity for revision of organizational components.

**Human Interaction**: Requires the ability to function in a supervisory/managerial capacity for a group of workers. Includes the ability to make decisions on procedural and technical levels.

**Equipment, Machinery, Tools, and Materials Utilization**: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude**: Requires the ability to utilize a wide variety of reference and descriptive data.

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**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; may require ability to utilize principles of fractions and/or interpret graphs.

**Functional Reasoning:** Requires the ability to apply principles of logical or synthesis functions. Ability to deal with several concrete and abstract variables and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the direction, control and planning of an entire program or set of programs.

### **ADA COMPLIANCE**

**Physical Ability:** Tasks involve the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

**Sensory Requirements:** Some tasks require visual perception and discrimination. Some tasks require oral communications ability.

**Environmental Factors:** Tasks may risk exposure to temperature extremes, strong odors, smoke, wetness, humidity, electrical currents, violence, bright/dim light, noise extremes, machinery, dusts or pollen, and traffic hazards.

The City of Lauderhill is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Lauderhill will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.