

SAN DIEGO UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

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| TITLE: | Building Inspector II | REPORTS TO: | Assigned Supervisor |
| DEPARTMENT: | Facilities Management | CLASSIFICATION: | Classified |
| FLSA: | Non-Exempt | SALARY GRADE: | 054 OSS |
| REVISED: | July 1, 2002 | | |

BASIC FUNCTION:

Perform continuous inspection of all types of contract school construction to ensure compliance with plans, specifications, and contract documents.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Perform continuous inspection of frame, concrete, masonry, and steel construction to ensure compliance with plans, specifications, contract documents, applicable building codes, ordinances, and regulations. **E**

Interpret or obtain interpretation of plans and specifications for contractors. **E**

Prepare required test specimens for delivery to testing laboratory. **E**

Notify commissioned architect, engineer, and district construction office of any material or workmanship which does not meet specifications. **E**

Request and coordinate inspections of required phases of work by district mechanical and electrical supervisors. **E**

Climb ladders, stairs, and scaffolding to make necessary inspections. **E**

Certify that work and material complies with terms and conditions of contract documents. **E**

Maintain a daily diary of construction progress and prepare progress reports. **E**

Verify and sign affidavits required by the state and district. **E**

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to six years of full-time, paid experience in the general construction field, one year of which must have been in inspection of school building construction (other equivalent combinations of formal engineering training and experience will be considered, exclusive of the school building inspection experience).

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California driver's license and availability of private transportation (mileage expense allowance provided).

Approval by the Division of the State Architect (D.S.A.) as a school inspector; the D.S.A. requires a minimum age of 25 years for approval of inspectors assigned to school construction.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

State and local building codes, ordinances, and regulations.

Pertinent state safety regulations.

Methods of construction, masonry, structural steel, timber, and concrete buildings and foundations.

Building trade terminology.

Reading and writing English communication skills.

ABILITY TO:

Read and interpret building plans and specifications.

Climb ladders, stairs, and scaffolding.

Detect construction deviations such as inferior materials or workmanship, in preparing concrete test cylinders and grout blocks, and in making slump tests.

Keep accurate records and to prepare clear and concise reports.

Establish and maintain effective working relationships with others.

Plan and organize work.

Meet schedules and time lines.

Maintain records.

Read, interpret, apply, and explain rules, regulations, policies, and procedures.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environments.

PHYSICAL REQUIREMENTS:

Good health, with strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous, heavy physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; standing for extended periods of time; dexterity of hands and fingers to operate tools and equipment; kneeling, bending at the waist and reaching overhead, above the shoulders and horizontally as needed; lifting light objects.

DISTINGUISHING CHARACTERISTICS:

Building Inspector II differs from the next lower class of Building Inspector I in the amount and kind of experience, independence of assignments, and supervision received. Building Inspector II is distinguished from the next higher class of Lead Building Inspector in that the duties of Lead Building Inspector include directing the work of other building inspection personnel assigned to large construction projects requiring more than one building inspector.