

SENIOR BUILDING INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS: Performs inspections of new construction including commercial, industrial, and large residential projects, and of additions, alterations and conversions for conformity with approved plans and specifications in accordance with applicable ordinances, codes and laws. The incumbent performs inspections of construction, receives plans and specifications accompanying applications for permits and makes initial determinations as to conformity with Zoning Ordinance, Uniform Fire Prevention and Building Code, and other applicable laws. The work is performed under the general direction of the Division of Building & Codes Director. General supervision may be exercised over Building Inspectors as directed by the Director.

EXAMPLES OF WORK: (Illustrative only)

- Inspects new construction, additions and alterations to existing construction for conformity with approved plans and specification in accordance with applicable laws and codes;
- Maintains written records of inspection activities in an automated information system;
- Investigates complaints and reports thereon;
- Reviews plans and specifications with applications for building permits for conformity with Zoning Ordinance, Uniform Fire Prevention and Building Code and other applicable laws;
- Performs related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Thorough knowledge of New York State Uniform Code and Multiple Residence Law;
- Good knowledge of the principles of construction and of materials and tools used in construction;
- Good knowledge of personal computers and office equipment;
- Ability to read and interpret plans and specifications;
- Ability to report observations in written form;
- Ability to establish and maintain effective working relationships with others;
- Good judgement;
- Integrity;
- Tact;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Promotional Field: Two (2) years permanent competitive class status as a Building Inspector and employed as a City of Albany Building Inspector at the time of application and appointment.

SPECIAL REQUIREMENT: Possession of a valid Class 5 Driver's License required at time of appointment.

Revised: 5/18/88
1/31/01
3/29/06