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BUILDING INSPECTOR

GENERAL STATEMENT OF DUTIES: Supervises the inspection or make inspections of the construction and repair of buildings and structures, other than those specifically exempted by ordinances or resolution, and enforces the provisions of the local building and zoning ordinance and the multiple residence; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the general direction of the local legislative body or the top administrative official, the Building Inspector II is responsible for reviewing and passing on all plans and specifications submitted with applications for local building permits and for inspecting building both erected and under construction and repair for compliance with approved plans and specifications, the local building code, the zoning ordinance and the multiple residence law. A Building Inspector may serve in either of two capacities; as a head of a Building Department, he is responsible for the inspection of all building plans and construction except that which is required by ordinance to be performed by a licensed engineer or architect; as an assistant to a professional engineer or architect who is assigned the responsibility over the Building Department a Building Inspector would generally supervise the administrative detail of the Department and inspect plans and construction of buildings and structures not required by ordinance to be performed by the head of the Department. Employees in this class may be required to perform routine inspection activities in connection with structural members. Supervision may be exercised over a number of technical and clerical assistants.

EXAMPLES OF WORK: (ILLUSTRATIVE ONLY)

Supervises the operation of the municipal Building Department;
Reviews, checks and passes on plans and specifications submitted with building permit applications for compliance with the building code, the zoning ordinance and applicable laws prior to issuing permits;
Inspects buildings and structures in the process of construction or repair for compliance with approved plans and specifications and all requirements of applicable ordinance and laws;
Passes on building plans and specifications prior to issuing building permits;
Issues building permits and furnishes the prescribed certificates of occupancy upon application;
Explains the requirements of the local building code, the local zoning ordinance, the New York State multiple residence law and other applicable laws to building contractors and to the general public;
Provides for removal of illegal or unsafe conditions and secures the necessary safeguards during construction;
Orders unsafe conditions in existing structures to be removed and arranges for condemnation notices to owners and builders of improper or hazardous structures;
Inspects existing buildings and structures to insure their conformity with safety standards;
Investigates complaints and assists in prosecuting violations of the building code and zoning ordinance;
Maintains records of acts and decisions;
Prepares periodic reports of building and structures erected or altered, of permits issued, of fees collected and estimated costs of work covered by such permits, for presentation to the local governing body.

REQUIRED KNOWLEDGES, SKILLS, AND ABILITIES: Thorough knowledge of modern practices, principles, materials and tools used in building construction and in plumbing installation; thorough knowledge of the requirements of the local building code, the plumbing code and zoning ordinance; good knowledge of the New York State multiple residence law; ability to establish and maintain cooperative relationships with other public officials, with building contractors, plumbing contractors and with the general public; good knowledge of the building trades; ability to read and interpret plans and specifications; ability to be firm but courteous; honesty; thoroughness; tact; good judgement; good physical condition.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE:

- (A) Graduation from a standard high school course and six years of experience supervising the construction of buildings as a building contractor, construction superintendent or construction foreman; or
- (B) Graduation from a recognized college with a bachelor's degree in engineering or architecture and two years of experience in the design, construction or supervision of the construction of buildings; or
- (C) any equivalent combination of training and experience equivalent to (A).

EXPERIENCE AS A QUALIFIED MUNICIPAL BUILDING AND PLUMBING INSPECTOR OR ASSISTANT BUILDING AND PLUMBING INSPECTOR CAN BE SUBMITTED FOR AN EQUIVALENT AMOUNT OF THE ABOVE REQUIRED EXPERIENCE.

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