

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

POSITION: COMBINATION BUILDING INSPECTOR
*** May Underfill at #3030 Limited Building Inspector***

Posting# 3031-1116jhm

REQUIRED ATTACHMENTS TO APPLICATION:

- Required licensure

STARTING SALARY: Step 44 \$25.70 per hour \$2,056 Bi weekly Salary negotiable with experience
#3030 Step 36 \$21.34 per hour \$1,707 Bi weekly
Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: October 19, 2016

CLOSING DATE: Open Until Filled

*All applications received by October 21, 2016 will be screened by the Personnel Office. Those applicants meeting the specified qualifications and additional screening criteria will be referred for a hiring interview. The Personnel Office will continue to consider qualified candidates periodically after October 21st, as needed, until the position is filled.

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - <http://www.utahcounty.gov/jobs>

JOB SUMMARY: Under general direction of the Building Official, performs building inspections and check plans to determine compliance with adopted construction codes.

Class Characteristics: This is the full performance inspector classification level responsible to perform advanced plans, check activities and to provide training to Limited Building Inspectors.

DUTIES INCLUDE: Performs scheduled inspections and writes finding reports, reviews plans and permit files before performing inspections, reviews plans, checks for code compliance, and resolves deficiencies with the builder, owner, or owner's agent, assists in plan review, permit issuance, and maintenance of files for permits, inspection reports, and plans, recommends building clearance for the processing and issuance of a certificate of occupancy, researches pertinent code provisions, ownership records, assessment data, and building permit files, identifies and documents building and construction violations and issues violation notices when necessary, refers zoning, fire code, and other violations to appropriate offices and clears records or refers case for legal action as appropriate, answers technical questions on code and accepted construction practices and responds verbally or in a written response when required, arranges to meet builders on job sites, maintains daily log of activities, updates library with current code books, research reports, and training materials and reviews publications for new products, recommendations, and other information, schedules ongoing training for the Building Department staff and performs training when necessary, uses and maintains inspection tools, vehicle, and other equipment related to job functions, reviews and reports on structure damage to buildings and structures in conjunction with disaster response.

EVALUATION AND SELECTION FACTORS INCLUDE:

Knowledge of: Adopted construction codes

Ability to: Maintain cooperative working relationships with those contacted in the course of work activities, accurately apply codes while inspecting buildings under construction or performing plan reviews, enforce codes with tact and impartiality, research and update computer records, communicate effectively verbally and in writing, maintain files, records, and reports



REQUIREMENTS FOR EMPLOYMENT: Equivalent to a high school diploma and at least four (4) years of work experience in the construction industry including at least one (1) year performing building inspection and plan checking activities. **Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

LICENSURE/CERTIFICATIONS: Applicant must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment.

- Applicant must possess and maintain valid International Code Conference (ICC) certification as a building, electrical, plumbing, and mechanical inspector.
- Selected applicant must obtain a valid State of Utah Combination Inspector License prior to employment.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Personnel Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Personnel Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.