

## **CONSTRUCTION INSPECTOR**

### **DEFINITION**

Under direction, performs detailed technical inspections of contracted construction or alteration of judicial branch buildings and facilities; performs related work as assigned.

### **CLASS CHARACTERISTICS**

This is the journey-level class in the Construction Inspector series. Incumbents are competent to perform technical inspections of building construction of new judicial branch capital projects or alteration of existing judicial branch buildings and facilities. A Construction Inspector represents the Office of Court Construction and Management at construction sites, performs on-going inspection of construction materials, methods, and work quality, and monitors construction work for compliance with plans, specifications, and regulations. This class is distinguished from Senior Construction Inspector in that the latter trains, coordinates, and leads the work of Construction Inspectors on a variety of new and existing construction projects and/or performs a wider range of complex and specialized work.

### **EXAMPLES OF DUTIES** (*illustrative only*)

- Performs inspections of building and facility projects, ascertaining that the quality of workmanship and materials used in all aspects of the project, such as foundations, building, electrical, plumbing, and mechanical systems conform to the contract documents, building codes, and state and federal legal requirements.
- Reads and studies project specifications, plans, and drawings to become familiar with projects prior to inspection.
- Ensures that structural and architectural changes, including changes to the mechanical, electrical, and plumbing systems have been approved by the appropriate authority.
- Assists in arranging, coordinating, and overseeing special inspections such as structural masonry, structural steel, welding, and reinforced concrete, technical inspections such as electrical, mechanical, landscaping, soil testing, concrete and asphalt mixes, and reinforcing steel, checking test results for conformance to specification requirements.
- Participates in issuing inspection notices and notices of non-compliance to contractors on incorrect construction methods or materials found during inspection, conferring with contractor on plans and specifications, and issuing correction notices after contractor fails to make acceptable corrections.
- Prepares inspection reports by recording all significant construction related activities and events such as work completed, work crew on site, weather conditions, change orders,

accidents, etc., providing a complete chronological and factual history of inspection on an assigned construction project.

- Reviews submitted shop drawings for any deviations from contract documents, notifying the project manager of any discrepancies found.
- Assists in arranging and conducting job site conferences with technical consultants, engineers, architects, and subcontractors to review project requirements and clarify or resolve any questions or problems prior to commencing work.
- Assists in reviewing monthly progress schedules with contractors to monitor project schedules; reviews and approves progress, final and related construction reports, and monthly payment requests submitted by contractors and forwards to the project manager.
- Confirms and maintains records of time, materials, and number of craftspeople of various trades used in construction.
- Takes samples of construction material for testing and conducts field tests.
- Detects and reports on deleterious soil conditions.
- Checks layout lines and levels.
- Keeps records of important conditions and happenings during the progress of the work.
- Confirms information required for monthly payments to contractors.
- Makes inspection reports on the quality of materials and workmanship entering into construction.
- Prepares correspondence and reports as required.
- May appear as a witness in court cases where disputed contract provisions are in litigation.
- Drives a motor vehicle to various inspection sites on a routine basis to perform the above duties.

## **WORKING CONDITIONS**

- Work occasional evening and weekend hours.
- Required to travel statewide frequently as necessary.
- May be required to travel out-of-state on a very limited basis.

## **QUALIFICATIONS**

### **Knowledge of:**

- Building codes, ordinances, and regulations of State and local jurisdictions.
- Pertinent Safety Orders of the State Division of Occupational Safety and Health Labor codes and public contract codes relative to construction.
- Methods of construction for wood frame, masonry, structural steel, timber, concrete, and reinforced concrete buildings and foundations.
- Inspection methods and their practical application.
- Methods of mixing, placing, and curing plain and reinforced concrete.
- Methods of testing concrete and other construction materials.
- Materials, methods, and processes used in the construction of wood, steel frame, masonry, and concrete buildings.

- Work methods used by various building trades.
- Various codes and safety orders applicable to building construction.

**Ability to:**

- Read and interpret building plans and specifications.
- Detect construction deviations from plans and specifications.
- Detect poor quality building materials and workmanship utilizing visual inspection with knowledge of industry standards, code requirements, and test results.
- Calculate material quantities.
- Keep accurate records.
- Prepare clear and concise reports.
- Work effectively with contractors, engineers, commissioned architects, court personnel, and the public.
- Organize own work, set priorities, and meet critical deadlines.
- Communicate effectively in English, orally and in writing.
- Use tact and discretion in dealing with those contacted in the course of the work.

**Licenses and Certificates:**

A valid California Class C Driver License is required to perform the job-essential functions of the position.

**Must possess at least one of the following:**

Valid certification from the International Code Council (ICC) in Commercial Building Inspection.

Valid Class 'A' Hospital Inspector certification from the Office of Statewide Health Planning and Development

Valid certification as a Class 1, Class 2, or Class 3 General Inspector by the Division of the State Architect

Possession of a certificate in general building construction, inspection, or code enforcement from the American Construction Inspector's Association or other similar association or regulatory governmental organization.

Current registration as an architect or engineer (civil, structural, mechanical, or electrical).

**Education and Experience:**

Equivalent to possession of a Bachelor's degree from an accredited college with coursework in engineering or architecture is required as well as two years of experience as a licensed California general contractor, building construction project lead/working supervisor or field superintendent, architectural/engineering project field coordinator or inspector of facility construction for compliance with building codes, plans, and specifications.

Additional experience in technical inspection may be substituted for the required education on a year-for-year basis.

Possession of a directly related postgraduate degree may substitute for one year of the required experience.