CITY OF MOSCOW
COMMUNITY DEVELOPMENT DEPARTMENT
PLUMBING/MECHANICAL BUILDING INSPECTOR

The City is currently seeking an upbeat team player with the ability to communicate with diverse groups within the community to fill the position of Plumbing/Mechanical Building Inspector in the City’s Community Development Department. Under the direction of the Building Official, the Inspector is responsible for conducting field inspections of residential and limited commercial construction sites from start to finish of construction stages, review proposed residential construction plans, perform a variety of office responsibilities, prepare and maintain a variety of building permit and inspection records and reports and assist building contractors and owners to assure structures are built in compliance with applicable codes and zoning requirements.

You will be expected to provide excellent customer service and enjoy working in a fast paced environment.

Minimum requirements for this position include; Current Journeyman Plumber certification, and five (5) years’ experience as a journeyman plumber in accordance with Idaho Code, Section 54-2627 in construction, building inspection, or other applicable experience.

Applicants must be able to obtain the following certifications within the specified time period from employment start date; International Association of Plumbing and Mechanical Officials Plumbing Inspector and International Mechanical Code (Residential and Commercial) Certification within 12 months; International Residential Building Code certification within 18 months; and International Building Code certification within 24 months.

Beginning pay is $26.30 per hour DOE.

The City offers a full range of benefits including health, dental and vision insurance; sick leave and vacation leave; paid holidays; life insurance and inclusion in the Public Employees Retirement System of Idaho (PERSI).

Application packets that include a detailed job description may be obtained at Moscow City Hall, 206 E. Third St., or call (208) 883-7000 or visit our website at www.ci.moscow.id.us. A completed City Application, resume and cover letter are required and will be accepted at by the Human Resources Department located in City Hall until Monday, March 6, 2017.

The City of Moscow will accord a preference in employment to eligible veterans.
CITY OF MOSCOW

CLASS TITLE: PLUMBING-MECHANICAL/BUILDING INSPECTOR

BASIC FUNCTION:

Under the direction of the Building Official, performs plan reviews and inspections for compliance with applicable plumbing, mechanical, gas, and building codes for both residential and commercial construction; inspects erosion, drainage and sediment control on applicable building projects; provides information concerning plumbing, mechanical, gas, building, drainage, and erosion and sediment control requirements.

DISTINGUISHING CHARACTERISTICS:

The Plumbing-Mechanical/Building Inspector determines compliance with and interprets plumbing, mechanical, building, erosion and sediment control, and fuel gas codes and regulations.

ESSENTIAL JOB DUTIES:

The incumbent shall work well under pressure; meeting multiple and sometimes competing deadlines. The incumbent shall at all times demonstrate cooperative behavior with colleagues and supervisors.

Reviews of proposed construction plans, specifications and related documents to determine compliance with plumbing, mechanical, building and safety standards and codes as adopted by the City.

Checks for pipe sizing, connections, trap seals, cleanouts, gas and plumbing pressure test requirements, medical gas, the use of devices, fixtures, equipment, and venting; inspects methods and materials to determine compliance building and safety standards and codes as adopted by the City.

Conduct field inspections of residential and commercial buildings through all stages of construction; compare actual construction with approved plans to assure compliance with adopted codes and conformance with approved plans; assure compliance with building and safety standards and codes as adopted by the City.

Communicates with a variety of personnel, City departments, contractors and the public to exchange information, to coordinate activities, and to resolve issues, concerns or questions regarding building code compliance requirements.

Performs a variety of office duties including, but not limited to, answering routine questions from homeowners and contractors regarding construction and building codes, answering department phones, responding to department email, and permits counter coverage as needed to ensure continuous customer service.

Prepare and maintain a variety of building permit and inspection records and reports as required; write appropriate correction notices of code violations.
discovered during inspections; issue building permits and other permits as required.

Conducts erosion and sediment control inspections and enforces the materials and methods requirements of the Erosion Control Ordinance.

Other duties as assigned.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:


Field inspection methods, procedures and techniques.

Construction methods, procedures and techniques.

Plan examination and review procedures.

Technical knowledge of plumbing applications, materials, tools and equipment, facilities, mechanical equipment and systems, and manufacturers installation guidelines.

Permitting software and inspection record maintenance.

Oral and written communication skills

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Perform complex field inspections of plumbing systems, mechanical systems, and other facilities under construction installation or alteration.

Accurately read and comprehend construction plans.

Assure compliance with adopted city codes and ordinances.

Work and communicate effectively under adverse conditions.

Read and interpret codes and plans.

Analyze situations accurately and adopt an effective course of action.

Work independently with little direction.

Create, organize and maintain accurate records.

Prepare clear and concise written materials.

Resolve conflicts in a positive manner.

EDUCATION AND EXPERIENCE:

High School diploma or GED.
Current Journeyman Plumber certification, and five (5) years’ experience as a journeyman plumber in accordance with Idaho Code, Section 54-2627 in construction, building inspection, or other applicable experience.

Experience interpreting plumbing and mechanical schematics, plans and specifications, preparing detailed written reports

LICENSES AND OTHER REQUIREMENTS:

Valid Driver's License

Must be able to obtain the following certifications within the specified time period from employment start date; International Association of Plumbing and Mechanical Officials Plumbing Inspector and International Mechanical Code (Residential and Commercial) Certification within 12 months; International Residential Building Code certification within 18 months; and International Building Code certification within 24 months.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment.

Seasonal heat and cold.

Moderate exposure to fumes, dust and odors.

Interruptions from office duties.

PHYSICAL ABILITIES:

Dexterity of hands and fingers to operate a computer keyboard and standard office equipment.

Sitting or standing for extended periods of time.

Bending to retrieve and store files.

Hearing and speaking to exchange information on the telephone or in person.

Seeing to verify accuracy and completeness of permit and license applications.

Bend or stoop repeatedly or continually.

Ascend and descend ladders or unfinished stairs without handrails and work at heights greater than 10 feet.

Travel over rough, uneven or rocky surfaces and maneuver around scaffolding, bracing, or unfinished construction elements.

Lift arm above shoulder level while measuring or performing inspections.