



CLASSIFICATION NO. 917

Established: 11/90

Revised: 4/13, 8/17, 5/25

FLSA: Non-Exempt

EEO: 3

STRUCTURAL/MECHANICAL INSPECTOR

CLASS CHARACTERISTICS

Under general supervision to inspect building projects and mechanical systems of unlimited size, type and complexity for compliance with State of Oregon structural, mechanical and residential specialty codes and regulations; and to do other work as required.

DISTINGUISHING CHARACTERISTICS

The Building Codes Division within the Department of Transportation and Development is responsible for administering the State of Oregon building and related codes and Clackamas County ordinances and regulations.

The Structural/Mechanical Inspector performs field inspection work independently, requiring responsible decisions, knowledge, and judgment of applicable State of Oregon structural, mechanical, building, manufactured dwelling, codes, regulations, and standards. Structural/Mechanical Inspectors inspect building projects and mechanical systems of unlimited size, type and complexity; inspections are performed on new projects as well as additions and alterations to existing buildings. Duties also include the investigation of code violations and special inspection assignments when required.

The Structural/Mechanical Inspector is distinguished from the Structural/Mechanical Supervisor who provides technical guidance and supervision of Structural/Mechanical staff.

TYPICAL TASKS

Duties may include but are not limited to the following:

1. Inspects commercial, industrial, assembly, institutional, residential and other types of buildings for compliance with building, mechanical and other related codes and approved permit drawings and documents.
2. Writes inspection reports, noting approvals or disapprovals and corrections needed; places "stop work" orders when necessary; enters inspection results, sorts inspections and writes reports using computer software.
3. Participates and assists in solving code related problems with construction and design professionals during construction stages; explains code requirements, plan reviews, inspection and permits procedures.
4. Cooperates with fire service personnel in their respective jurisdictions in code aspects concerning fire safety by joint inspections or other actions.

5. Reads and interprets blueprints and specifications in the field regarding compliance of all phases of construction with approved plans and specifications.
6. Interprets and explains code requirements and procedures for plan reviews, on-site inspections and applicable permits via the telephone, in person or in writing.
7. Assists in the field training of other inspectors.

REQUIRED KNOWLEDGE AND SKILLS

Thorough knowledge of: State of Oregon structural, mechanical, manufactured dwelling and residential specialty and fire and life safety code provisions; principles, practices, and materials used in building construction; mathematics; proper grammar and business writing etiquette; building plans and blueprints; technical building information; County field inspection procedures and practices.

Working knowledge of: Basic principles of structural, mechanical and civil engineering; construction methods and materials; County permit process and zoning regulations; English grammar and composition.

Skill to: Read and interpret blueprints and building plans; explain technical building information requirements to a variety of stakeholders; interpret and apply building codes to specific installations; communicate effectively with people who are angry, hostile and/or upset; operate computers and related software; organize work; schedule and set priorities; exercise tact and diplomacy in dealing with co-workers and the public; prepare reports; write clear, concise, and accurate letters and reports; input and retrieve information using computer software; establish and maintain effective working relationships with county staff, the public, and a variety of stakeholders; communicate effectively, both orally and in writing.

WORKING CONDITIONS

Duties in the field require squatting, kneeling, balancing, climbing, and the ability to lift, carry, push, and pull objects. Duties also involve exposure to loud noises, moving traffic, slippery and/or uneven surfaces, working at heights on ladders and roofs, confined crawl spaces, and adverse weather conditions.

Incumbents may perform after-hours and/or emergency response as needed.

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

Experience: None required.

Licenses/Certifications:

The following licensure/certifications are required at the time of hire.

- Oregon Inspector Certification (OIC)

AND

The following State of Oregon certifications:

Structural/Mechanical Inspector assignments:

- Residential Structural Inspector (CAS)
- Structural Inspector A-Level (SIA)
- Mechanical Inspector A-Level (MIA)
- Manufactured Home Structural Inspector

PRE-EMPLOYMENT REQUIREMENTS

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license and possess and maintain an acceptable driving record throughout the course of employment.

POST-EMPLOYMENT REQUIREMENTS

Incumbents must maintain valid and active certifications in accordance with County and State regulations throughout the course of employment.