

Building Inspector

Salary – Non-Exempt

This responsible and essential professional position reports to the Wythe County Building Official in the County Administrator's Office

GENERAL STATEMENT OF DUTIES:

Under general supervision, performs work of routine difficulty in inspecting residential and commercial structures for compliance with Virginia Uniform Statewide Building Code; performs related work as required.

SCHEDULE REQUIREMENTS: Typically, Monday – Friday, 8 a.m. to 5 p.m., with variation as required by the building official.

EXAMPLES OF WORK:

- Performs field inspections of building activities, property maintenance, and plumbing/mechanical/gas and electrical installations in residential and commercial structures to ensure compliance with applicable codes
- Inspects erosion & sedimentation control and stormwater control measures
- Responds to questions and concerns from the public, property owners, architects, engineers and contractors regarding interpretation of and meeting requirements of code requirements
- Issues corrective notices and stop-work orders; follows up in a timely manner to ensure situations are corrected.
- Prepares and maintains various reports and records and composes correspondence related to inspection activities.
- Works with building inspection staff to schedule orderly activities and inspection events.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Working knowledge of building construction practices, materials and techniques; of basic architectural and engineering practices. Ability to read and interpret building construction plans, drawings, and specifications; to perform physically demanding work including, but not limited to, walking up and down stairs, standing for prolonged periods, squatting, stooping, bending, twisting, stretching, crawling, reaching overhead, and working in awkward positions without choice or variety; to work in adverse weather conditions; to communicate effectively orally and in writing; to develop and maintain effective working relationships with internal and external customers.

MINIMUM EDUCATION AND EXPERIENCE:

High school diploma or GED; three years of experience in the discipline of an inspector position or in the construction trade, preferably as a general contractor with exposure to multiple construction disciplines or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

Possess a valid driver's license; possess, or obtain within one year of employment, certification by the Virginia Board of Housing and Community Development as an Inspector in the discipline for which the inspector is primarily responsible, and certification from the Virginia Department of Environmental Quality as an Erosion and Sediment Control Inspector within 18 months of employment.