CONSTRUCTION INSPECTOR PROGRESSION AND PRODUCTIVITY PROGRAM CRITERION DOCUMENT

Note: Refer to the Construction Inspector Progression and Productivity Program Policies and Procedures Document additional information and clarification on requirements, guidelines, and procedures.

To Become: Construction Inspector Apprentice I OT-16

**EDUCATION:** Graduation from high school or possession of a General Education Development (GED) Certificate

**EXPERIENCE:** Experience in field construction, surveying and/or other subprofessional engineering work preferred or an equivalent combination of training and experience per PPPM Section 128.

**LICENSES/CERTIFICATIONS:** Possession of a valid Oklahoma Class “D” Driver License

**DEMONSTRATED SKILL PROFICIENCY:** Successful completion of the Construction Inspector Apprentice Hiring Process

1st Proficiency Increase:

An increase to the next step within the OT-16 pay grade will be awarded to any Construction Inspector Apprentice who receives a “Proficient” or above rating on the most current performance evaluation, who has three (3) months experience as a Construction Inspector Apprentice and who successfully:

Completes one (1) City of Tulsa Construction Training Class, as approved by management, and

Completes one (1.0) progression credit from a City Safety Training class or COT/Safety First Aid Non-Certification Class, as approved by management.

2nd Proficiency Increase:

An increase to the next step within the OT-16 pay grade will be awarded to any Construction Inspector Apprentice who receives a “Proficient” or above rating on the most current performance evaluation, who has six (6) months experience as a Construction Inspector Apprentice, and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, if not previously completed, as approved by management, and

Completes one (1) City of Tulsa Construction Training Class, not previously taken, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.
3rd Proficiency Increase:

An increase to the next step within the OT-16 pay grade will be awarded to any Construction Inspector Apprentice who receives a “Proficient” or above rating on the most current performance evaluation, who has nine (9) months experience as a Construction Inspector Apprentice, and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, not previously taken, as approved by management, and

Completes driver improvement training, as approved by management, and

Obtains the relevant Class "D" Water or Wastewater License, as directed by management, and as issued by the Department of Environmental Quality.
**To Become: Construction Inspector I OT-17**

| EDUCATION: | Graduation from high school or possession of a General Education Development (GED) Certificate, plus all Construction Inspector Apprentice required coursework |
| EXPERIENCE: | Fulfills the requirements listed in the Construction Inspector I job description |
| LICENSES/CERTIFICATIONS: | Possession of a valid Class “D” Driver License; ODEQ Class “D” Water and/or Wastewater Operator’s License applicable to the position |
| DEMONSTRATED SKILL PROFICIENCY: | Receives a “Proficient” or above rating on the most current performance evaluation |

**1st Proficiency Increase:**

An increase to the next step within the OT-17 pay grade will be awarded to any Construction Inspector I who receives a “Proficient” or above rating on the most current performance evaluation, and who has six (6) months experience as a Construction Inspector I and who successfully:

- Completes one (1) OSU (ODOT)/OSU (LTAP) module, not previously taken, as approved by management, and
- Completes one (1) City of Tulsa Construction Training Class, not previously taken, as approved by management, and
- Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.

**2nd Proficiency Increase:**

An increase to the next step within the OT-17 pay grade will be awarded to any Construction Inspector I who receives a “Proficient” or above rating on the most current performance evaluation, and who has twelve (12) months experience as a Construction Inspector I and who successfully:

- Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and
- Completes one (1) City of Tulsa Construction Training Class, not previously completed, as approved by management, and
- Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management and
- Obtains the relevant Class “D” Water and Wastewater License as issued by the Department of Environmental Quality.
3rd Proficiency Increase:

An increase to the next step within OT-17 pay grade will be awarded to any Construction Inspector I who receives a “Proficient” or above rating on the most current performance evaluation, who has eighteen (18) months experience as a Construction Inspector I and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.
To Become: Construction Inspector II OT-18

EDUCATION: Graduation from high school or possession of a General Education Development (GED) Certificate, plus all Construction Inspector Apprentice and I required coursework

EXPERIENCE: Fulfill the requirements listed in the job description for a Construction Inspector II

LICENSES/ CERTIFICATIONS: Possession of a valid Class “D” Driver License; possession of both ODEQ Class “D” Water and Wastewater Operator’s License

DEMONSTRATED SKILL PROFICIENCY: Receives a “Proficient” or above rating on the most current performance evaluation

1st Proficiency Increase:

An increase to the next step within the OT-18 pay grade will be awarded to any Construction Inspector II who receives a “Proficient” or above rating on the most current performance evaluation, who has six (6) months experience as a Construction Inspector II and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) required credit of a City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.

2nd Proficiency Increase:

An increase to the next step within the OT-18 pay grade will be awarded to any Construction Inspector II who receives a “Proficient” or above rating on the most current performance evaluation, who has twelve (12) months experience as a Construction Inspector II and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.
3rd Proficiency Increase:

An increase to the next step within OT-18 pay grade will be awarded to any Construction Inspector II who receives a “Proficient” or above rating on the most current performance evaluation, who has eighteen (18) months experience as a Construction Inspector II and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.
To Become: Senior Construction Inspector OT-19

EDUCATION: Graduation from high school or possession of a General Education Development (GED) Certificate, plus all Construction Inspector II required coursework

EXPERIENCE: Fulfill the requirements listed in the job description for a Senior Construction Inspector

LICENSES/ CERTIFICATIONS: Possession of a valid Class “D” Driver License; possession of both ODEQ Class “D” Water and Wastewater Operator’s License; American Public Works Association (APWA) Certified Public Infrastructure Inspector (CPII)

DEMONSTRATED SKILL PROFICIENCY: Receives a “Proficient” or above rating on the most current performance evaluation

1st Proficiency Increase:

An increase to the next step within the OT-19 pay grade will be awarded to any Senior Construction Inspector who receives a “Proficient” or above rating on the most current performance evaluation, who has six (6) months experience as a Senior Construction Inspector and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) required credit of a City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.

2nd Proficiency Increase:

An increase to the next step within the OT-19 pay grade will be awarded to any Senior Construction Inspector who receives a “Proficient” or above rating on the most current performance evaluation, who has twelve (12) months experience as a Senior Construction Inspector and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.
3rd Proficiency Increase:

An increase to the next step within OT-19 pay grade will be awarded to any Senior Construction Inspector who receives a “Proficient” or above rating on the most current performance evaluation, who has eighteen (18) months experience as a Senior Construction Inspector and who successfully:

Completes one (1) OSU (ODOT)/OSU (LTAP) module, as approved by management, and

Completes one (1) City of Tulsa Construction Training Class, not previously completed, as approved by management, and

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by management.