CLASS TITLE: CONSTRUCTION INSPECTION APPRENTICE

PURPOSE OF THE CLASSIFICATION: Under general supervision makes inspections of Public Works projects under construction to insure compliance with established plans and specifications and other related assigned duties.

ESSENTIAL TASKS:
- Inspects roadway storm sewers, sanitary sewers and other engineering construction projects
- Makes inspections during and upon completion of construction for line, grade, slope, placement, foundation or base, quality of workmanship and materials, safety precautions and adherence to other technical specifications
- Confers with contractors, engineers, federal, state and local agencies and the general public regarding problems encountered
- Maintains records of each project and insures that projects and project areas are properly cleaned up after completion
- Determines necessary quantities of materials
- Performs calculations
- Reviews plans and specifications
- Investigates complaints regarding construction activities
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:
Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED), preferably including or supplemented by coursework in mathematics, civil/construction engineering or construction technology. Experience in field construction, surveying and/or other subprofessional engineering work preferred; or an equivalent combination of training and experience, per Personnel Policies and Procedures, Section 128. Refer to the Construction Inspector Progression Criterion document for additional requirements.

Knowledge, Abilities and Skills: Good knowledge of a variety of construction methods and materials; good knowledge of the principles, techniques, and terminology of civil engineering as they relate to public works construction; and good knowledge of engineering plans and specifications. Ability to read and interpret plans, specifications, and blueprints of moderate complexity quickly and accurately, and to compare them with various aspects of construction in progress; ability to detect structural and other faults and to appraise for quality of construction; and the ability to understand and influence the behavior of others within the organization, customers, or the public in order to achieve job objectives and cause action or understanding.

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a calculator and telephone; occasional lifting up to 60 pounds; may be subject to walking over rough terrain, standing, sitting, reaching, balancing, bending, kneeling, handling, feeling, climbing, smelling, and twisting; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Operator's License.

WORKING ENVIRONMENT: Working environment is primarily outdoors and in inclement weather, and occasionally indoors; and requires some traveling to various locations for inspections.

Class Code: 8544
EEO Code: N-07
Pay Code: OT-16

Group: Engineering, Planning and Technical
Series: Inspection
Effective Date: June 12, 2003