

**CONSTRUCTION INSPECTORS  
PROGRESSION AND PRODUCTIVITY PROGRAM  
CRITERION DOCUMENT**

Revised August 2006

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

<b>To Become:</b> <b>Construction Inspector Apprentice (OT-16)</b>
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**EDUCATION:**                    Graduation from high school or possession of a General Education Development (GED) Certificate

**EXPERIENCE:**                 Field construction, surveying and/or other subprofessional engineering work experience preferred

**COURSEWORK:**               Supplemented by coursework in mathematics, civil/construction engineering or construction technology

**To Become: Construction Inspector I (OT-17)**

**EDUCATION:** Graduation from high school or possession of a General Education Development (GED) Certificate plus 20 accredited college hours

**EXPERIENCE:** One (1) year as a Construction Inspector Apprentice or an equivalent combination of training and experience

**COURSEWORK:** Nine (9) hours of accredited college coursework in civil engineering, construction technology, mathematics or a related field of study as approved by the City of Tulsa  
(total = 9 hours)

Successfully complete and pass three (3) of the six (6) OSU Modules or equivalent approved courses (see Section II for definitions)

**DEMONSTRATED SKILL PROFICIENCY:**

- Proficiency in one (1) of the following areas: water, sanitary sewer, street, storm sewer, or special projects (see Section II for definitions)
- Must obtain both Class "D" Water and Sewer Licenses

**PERFORMANCE & PRODUCTIVITY:** Receive a "Proficient" rating on past performance evaluation

**\*Proficiency Increase Requirements\* (once OT-17 level achieved)**

**EDUCATION:** Graduation from high school or possession of a General Education Development (GED) Certificate plus 30 accredited college hours

**EXPERIENCE:** One (1) year as a Construction Inspector I

**COURSEWORK:** Completion of a total of fifteen (15) accredited college hours, including coursework in civil engineering, (total = 15 hours) construction technology and/or mathematics

Successfully complete and pass four (4) of the six (6) OSU Modules (see Section II for definitions)

**DEMONSTRATED SKILL PROFICIENCY:**

- Proficiency in two (2) of the following areas: water, sanitary sewer, street, storm sewer, or special projects (see Section II for definitions)

**To Become: Construction Inspector II (OT-18)**

**EDUCATION:** High School or GED, plus 40 accredited college hours, including coursework in civil engineering, construction technology and/or mathematics

**EXPERIENCE:** Two (2) years as a Construction Inspector I with the City of Tulsa

**COURSEWORK:** Administrative Management or Office Management Course - 3 hours  
(total = 20 hours) Optional Computer or Software related course(s) - 3 hours  
Civil Engineering, construction technology and/or mathematics course - 8 hours  
Optional City-related coursework - 6 hours

Successfully complete and pass six (6) OSU Modules (see Section II for definitions)

**DEMONSTRATED SKILL PROFICIENCY:**

- Proficiency in four (4) of the following areas: water, sanitary sewer, street, storm sewer or special projects
- (see Section I for definitions)

**PERFORMANCE & PRODUCTIVITY:**

Receive a "Proficient" or above performance rating on the most recent review

**Advanced Educational Increase**

**Advanced Educational Increase:** A one (1) step increase in the same pay grade will be awarded to employees who attain an accredited associates degree in an approved field of study and have completed all required courses or have 60 accredited college hours and have completed all required courses **and** have been a Construction Inspector II for at least one (1) year.