

CLASS TITLE: CONSTRUCTION INSPECTOR II

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

ESSENTIAL TASKS:

- Inspects storm and sanitary sewers, water mains, street paving, curbs and gutters, sidewalks, driveways, new and remodeled buildings and additions 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
- Coordinates field and construction activities
- Computes quantities of materials used
- Performs lab tests on materials
- Confers with contractors and the general public regarding driveways, sidewalks, utility relocations, street paving and obstructions to public safety
- Investigates complaints regarding all construction activities
- Ensures that projects and project areas are completed in a timely fashion and properly cleaned up after completion
- Provides information for record drawings
- Inspects and coordinates demolition and removal of residential structures, commercial buildings and street pavement
- Monitors inventory of vehicle materials
- Completes and maintains various documents, records, reports and paperwork
- Performs supervisory duties as necessary
- Reviews and assists construction management with change orders
- Coordinates and acts as liaison with various departments to maintain time tables for contracted construction jobs
- 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 Education Development Certificate (GED) and completion of forty (40) accredited college hours, including coursework in civil engineering, construction technology, mathematics or a related field, and two (2) years of experience as a Construction Inspector I; 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: Considerable knowledge of a variety of construction methods and materials; considerable knowledge of the principles, techniques and terminology of civil engineering as they relate to public works construction; considerable knowledge of engineering plans and specifications; some knowledge of Job Budgets Critical Path Method or Bar Graph; some knowledge of basic building codes and their functions; and knowledge of basic math. Ability to read and interpret plans, specifications and blueprints of moderate complexity quickly and accurately and 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 carrying up to 40 pounds and lifting up to 60 pounds; may be subject to walking, 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; and some positions within this classification may be required to obtain valid Class "D" Water and Sewer Licenses as issued from the Department of Environmental Quality (DEQ) within one (1) year of date of hire and/or certification as an Oklahoma Concrete Technician through the American Concrete Institute (ACI) and successful completion of five (5) related ODOT modules.

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: 2595

EEO Code: N-07

Pay Code: OT-18

Group: Engineering, Planning and Technical

Series: Inspection

Effective date: August 05, 2015