



CITY OF YORBA LINDA

INVITES APPLICATIONS FOR BUILDING INSPECTOR

SALARY: \$4,788 - \$5,820 per month. (A 5% furlough cut of that salary is in effect at this time).

FINAL FILING DATE: Applications will be accepted until Thursday, September 30, 2010, 5:30 p.m.

THE POSITION

Under the general direction of the Building Official and direct supervision of the Senior Building Inspector, the Building Inspector performs the physical field inspection of all structures including foundations, framing, roof, gas and refrigeration systems and electrical wiring. The position is responsible for certifying that inspected structures are in conformance with the City's adopted building codes. The position interprets the building codes and has the authority to halt construction if violations are noted. This person reviews and checks routine and standard building plans. The Building Inspector will be required to inspect commercial, residential and other construction developments within the City.

EXAMPLE OF DUTIES

1. Maintains complete and detailed records of all field inspections.
2. Physically inspects various phases of building activity as requested by contractor or the general public to ascertain compliance with City building codes.
3. Gives information answers to the public either by phone or personal contact under the Building Official.
4. May assist County personnel on health and fire inspections.
5. Checks for violations of zoning ordinances and other City ordinances.
6. Performs related duties as required.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

1. Ability to maintain accurate and legible records of field inspections.
2. Ability to do mathematical problems necessary for calculating valuations, fees and checking plans.
3. Knowledge or the ability to learn adopted building codes and ordinances.
4. Ability to deal tactfully with the public under difficult circumstances.
5. Knowledge of all phases of the building construction field.
6. Ability to input inspection status on computer and print out daily runs.

PHYSICAL REQUIREMENTS

Work is performed both in an office environment and outdoors in the field. When work is performed outdoors there may be exposure to the elements. An incumbent uses a computer, keyboard and related equipment, data recording equipment, basic hand tools, small and large hand probes and drives a vehicle on City business. An incumbent sits, stands, walks, reaches, bends and grasps. When performing inspections an incumbent kneels, crouches, twists, climbs stairs, ladders and inclines, crawls and works in confined spaces. In the field an incumbent may walk on slippery/uneven slopes and surfaces, be exposed to extreme noise, damp conditions, construction fumes, solvents, chemicals, dust, soil, electrical hazards and vehicular traffic. An incumbent must be able to meet the physical requirements of the class and have mobility, balance, coordination, vision, hearing and dexterity levels appropriate to the duties to be performed.

MINIMUM QUALIFICATIONS

Three years experience as a building inspector, journeyman or contractor, or any combination thereof in the building construction field. High school graduation or equivalent, preferably supplemented by courses in the architecture, engineering, building, plumbing, mechanical and electrical fields.

LICENSE REQUIREMENTS

Possession and maintenance of Certification as a Combination Inspector
Valid State of California Driver's License. DMV background check will be required.

EXEMPT/NON-EXEMPT

This is a non-exempt position. Overtime at the rate of one and one half times the hourly rate of the classification is paid for hours worked in excess of 40 hours per week.

APPLICATION AND SELECTION PROCEDURE

To obtain an application packet you may:

- Call 714/961-7107 to request one be mailed to you.
- Download from the website – www.ci.yorba-linda.ca.us
- Visit City Hall at 4845 Casa Loma Avenue, Yorba Linda, California 92886.

The City of Yorba Linda does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment. Any qualified individual with a disability must provide reasonable notice to the Personnel Department prior to the final date of an examination.

In compliance with the Immigration Reform and Control Act of 1986, all new employees hired by the City must verify identity and entitlement to work in the United States by providing required documentation.

PHYSICAL EXAM

Individuals selected for employment will be required to take and pass a medical exam. The medical examination is at City expense, conducted by a physician designated by the City. Candidates who are currently working are urged not to resign until they have successfully passed the physical examination.

EMPLOYEE BENEFITS

Public Employees Retirement System; Health, Dental and Life Insurance provided by the City for the employee. New employees hired after March 31, 1986, must contribute 1.45% of their gross earnings for Medicare coverage. The City will match employee's contribution. Health insurance is offered under a Cafeteria Plan. The City pays a maximum of \$833 per month toward the premium; the difference between the actual premium and \$833 can be put toward a deferred compensation plan or received as cash. That figure will change to \$945 after 01/01/11.

Average 12 paid holidays per year; 80 hours vacation the first three years, 120 hours the fourth year and 160 hours after ten years. 96 hours of sick leave per year. The City is on an alternative work schedule with every other Friday off (9/80 plan).

ABOUT THE CITY

Yorba Linda is located in the rolling foothills of northeastern Orange County. The City contains twenty-one square miles and has a potential growth of an ultimate population of 70,000. The present population is 68,399. A number of the services for the City are provided by contracts with other public agencies and private firms.

AN EQUAL OPPORTUNITY EMPLOYER