JOB POSTING

Posting Open: 12/14/2022  
Closed: 12/27/2022

Department: Zoning

Union: AFSCME 2025A

Job Classification: Building Inspector I

JOB CLASSIFICATIONS:

Grade: 27

Salary: $26.78/hr.

Hours: 40 hours per week

See attached job description.

Please submit completed application to Rock Island County Zoning Director:

Rock Island County  
Attn: Greg Thorpe  
1504 3rd Avenue  
Rock Island, IL 61201

Application can be found online at http://www.rockislandcounty.org/jobs/  
Email to gthorpe@co.rock-island.il.us
ROCK ISLAND COUNTY
CLASSIFICATION SPECIFICATION
GRADE 27

TITLE: BUILDING INSPECTOR I 12/13/22

Characteristics of Class: Under general direction of the Director of Zoning performs a variety of construction inspection tasks of a mechanical and electrical nature, to ensure compliance with Building, Mechanical and Electrical Codes and other pertinent County ordinances and State regulations. Incumbent is skilled in more than one discipline and qualified or certified to make inspections in a variety of areas. Incumbent works independently in field inspections, making decisions requiring the use of technical judgment and discretion. The employee receives assignments from the supervisor, who defines objectives, priorities and deadlines and assists the employee with unusual situations that do not have clear precedents.

Examples of Essential Functions:

- Interprets codes and fills applications for building permits. Reviews structural and nonstructural plans.

- Issues building permits. Ensures that applicable permits have been secured by contractors, prior to making inspections.

- Inspects new and existing construction for conformance with safety standards, laws, codes and ordinances. Checks plans and workmanship to see that construction complies with all ordinances and regulations.

- Prepares reports and maintains records of work performed. Maintains daily work records of inspections and other reports and files, as necessary.

- Assists contractors and the public in understanding zoning regulations. Provides information regarding process for changing zoning regulations or requesting a variance.

- Reports violations and notifies responsible parties. Prepares violations letters and communications.

- Assists other office staff, the health administration board and other county offices.

- Performs other related duties as assigned.

Minimum Requirements:

A. Training and Experience

High School Diploma, GED or other certificate of competency supplemented by certification in two or more disciplines (building, electrical and mechanical inspection), by the International Code Council (ICC) or equivalent, and considerable experience in the construction of residential, commercial and industrial buildings, or an equivalent combination of training and experience. Must possess certifications within two (2) years of hire date. Incumbent must possess a valid driver’s license.
B. Knowledge, Abilities and Skills

- Knowledge of zoning, licensing and other related municipal ordinances as well as the applicable building codes.

- Ability to remain current on changes in materials, procedures and codes pertinent to various trades.

- Knowledge of methods and practices involved in the construction industry.

- Knowledge of possible defects and faults in construction and where such defects are most commonly located

- Ability to read, understand and interpret plans, drawings, blueprints, specifications and related construction documents in the identification of construction in progress.

- Skill in enforcing codes and ordinances with tact and fairness with the ability to communicate effectively both verbally and in writing.

- Ability to use the computer for day to day entry of reports and data, including using typical office programs to draft and write letters.

- Ability to maintain certifications through continuing education.

Physical Requirements: Task involves the regular and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 pound) items and occasionally very heavy (100 pounds or over) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments or both; or the sustained operation, on a production basis, of such devices as offset presses with associated equipment.

Environmental Requirements: Task may require frequent exposure to adverse environmental conditions. 20% of day is spent in office at desk working on a computer in a climate controlled environment. 80% of day is spent out on the road doing inspections in all types of weather conditions.