



The Town of Glastonbury is accepting applications for the following position:

Building Inspector – Full Time

Hours: 37.5 per week

Salary Range: \$30.36 – \$32.56 per hour

Closing date: 4:00 pm on 12/20/2017

Under the broad direction of the Building Official, incumbent performs technical building inspection work involving plan review, inspection and approval of structural and mechanical building construction, assuring conformance with specifications, Connecticut building codes and regulations. Confers with property owners, developers, contractors, engineers, and architects on construction and code matters. Answers questions on code requirements to the public. Prepares building inspection reports and maintains records of building inspections.

Associate's degree or the equivalent in construction technology or a related field from an accredited college plus three years of experience in construction, a construction trade, or construction design work, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis. To qualify you must have a current State of Connecticut Building Official License or Assistant Building Official License, and a valid Driver's License.

Visit Town's website at www.glastonbury-ct.gov/employment for a detailed job description & Application or Town Hall Customer Service Center, 2155 Main Street, Glastonbury, CT 06033 or call (860) 652-7710. AA/EOE. Please send completed applications to the Human Resources Department or Customer Service Center at Town Hall.

Date Posted: 12/6/2017

**TOWN OF GLASTONBURY
JOB DESCRIPTION**

TITLE: Building Inspector
DEPARTMENT: Community Development: Building Division
REPORTS TO: Building Official

GENERAL DESCRIPTION:

Under broad supervisor of the Building Official, incumbent performs technical building inspection work involving plan review, inspection and approval of structural and mechanical building construction, assuring conformance with specifications, Connecticut building codes and regulations.

ESSENTIAL DUTIES:

1. Reviews and approves applications and plans for Building (Residential and Commercial), plumbing, electrical, heating and cooling permits. Analyzes construction proposals for conformance with codes and regulations and identifies deficiencies to be corrected by engineers, architects, contractors, and homeowners.
2. Inspects all types of construction, especially mechanical systems, for specifications and code conformance. Directs correction of construction deficiencies in the field.
3. Inspects completed mechanical systems and buildings and determines use and occupancy certification.
4. Confers with property owners, developers, contractors, engineers, and architects on construction and code matters. Answers questions on code requirements from the public.
5. Prepares building inspection reports and maintains records of building inspection and application and certification activities.
6. Regularly attends and is punctual for work.

OTHER DUTIES:

1. Assists with responding to zoning questions and zoning complaints.
2. Performs other related duties as required.

QUALIFICATIONS PROFILE:

- Knowledge of all phases of building inspection principles and practices, especially as applied to mechanical systems
- Knowledge of the Connecticut Building Code. Ability to inspect buildings and building plans, especially mechanical systems, for conformance with codes and regulations
- Knowledge of building construction practices, materials and standards, with a strong background in the mechanical trades – Plumbing, electrical, and HVAC
- Knowledge of public administration as applied to municipal plan review and building inspection procedures Good oral and written communication skills
- Good problem solving skills and ability to resolve plan review and on site construction

- deficiencies
- Ability to enforce codes and regulations with firmness and tact. Ability to establish and maintain effective working relationships with coworkers, contractors, engineers, architects, property owners, and the general public
- Ability to maintain building inspection records and to prepare reports

PHYSICAL/MENTAL REQUIREMENTS:

- Physical exertion such as walking over rough or difficult terrain; recurring standing, stooping, climbing or walking; recurring lifting of moderately heavy items weighing approximately 25 pounds. The work may require specific physical characteristics and abilities such as mobility, and dexterity
- The environment involves potential risk exposure to dangerous situations or unusual environmental stress that requires a range of safety and other precautions

MINIMUM TRAINING AND EXPERIENCE:

Associate's degree or the equivalent in construction technology or a related field from an accredited college plus three years of experience in construction, a construction trade, or construction design work, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

LICENSE OR CERTIFICATION:

- State of Connecticut Building Official License or Assistant Building Official License
- Valid Driver's License

NOTE: The above description is illustrative of tasks and responsibilities. It is not meant to be all inclusive of every task and responsibility.