

ELECTRICAL INSPECTOR

IV-5210

Date: October 2009

Department/Division: Community Development

FLSA: Non-Exempt

Reports to: Inspection Services Division Manager

PURPOSE OF POSITION

Under general direction of the Inspection Services Division Manager, makes inspections of electrical installations and alterations for compliance with the City's Electrical Code; does related work as required. Responsible for technical enforcement work in the inspection of new and existing electrical installations and systems to secure compliance with municipal and state electrical codes. Work involves technical examinations and the application of standard trade practices to inspection work. Inspections are conducted independently and in accordance with departmental regulations and established technical standards.

ESSENTIAL DUTIES OF POSITION (with or without accommodation)

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be assigned.

- Makes inspections of new and existing wiring and electrical installations in residential, business, commercial, and other buildings for conformance with requirements of municipal and state electrical codes.
- Inspects a variety of electrical installations in the city with the objective of maintaining standards of electrical work.
- Examines plans and specifications for electrical systems for compliance with municipal and state electrical codes and issues permits.
- Investigates citizen complaints of hazardous electrical installations and notifies responsible persons of defects and provides written instructions for correction.
- Advises concerned parties on electrical problems and interprets and reviews codes, standards and departmental regulations, recommending changes when appropriate.
- Prepares reports of inspections performed covering conditions found, actions taken and recommendations for further action.
- Establishes and maintains effective working relationships with officials, other agencies, fellow employees, and the general public.
- Maintains regular and punctual attendance and working hours.
- Regularly lifts and/or moves up to 10 pounds and occasionally lifts up to 30 pounds.
- Expected to temporarily perform duties outside of normal classification in the event of a declared emergency. In the event that an employee is excused from work other than being sick, they will be required to report to work in a state of declared emergency.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Graduation from standard high school or GED equivalent; considerable and responsible experience in the electrical trade as a master or journeyman or any combination of experience and training which provides the required knowledge, skills and abilities.

MINIMUM ABILITIES REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Abilities

The employee frequently is required to use hands and fingers to handle and feel; reach with hands and arms; and smell. Ability to quickly move hands, hands together with arms, or two hands to grasp, manipulate, or assemble objects, ability to exert muscle force repeatedly or continuously over time; this involves muscular endurance and resistance to muscle fatigue, ability to use abdominal and lower back muscles to support part of the body repeatedly or continuously over time without 'giving out' or fatiguing, ability to quickly and repeatedly bend, stretch, twist, or reach out with your body, arms, and/or legs.

Ability to speak clearly so others can understand you, ability to see details at close range (within a few feet of the observer), ability to see details at a distance, ability to identify and understand the speech of another person, ability to listen to and understand information and ideas presented through spoken words and sentences.

Job Knowledge

Job requires a thorough working knowledge of the materials, methods and practices involved in constructing, installing and operating a variety of electrical systems; thorough knowledge of possible defects and faults in electrical wiring, of standard testing devices and of effective corrective measures; ability to detect and locate defective electrical wiring in construction; ability to read and interpret wiring diagrams and specifications for electrical systems and installations and to recognize deviations from such plans in the construction process; ability to enforce codes and regulations firmly, tactfully and impartially; ability to establish and maintain effective working relationships with contractors, property owners, representatives from other agencies and the public; ability to express oneself clearly and concisely, orally and in writing; good physical condition.

Language Skills and Interpersonal Communication

Requires effective communication skills and the ability to provide effective and courteous assistance to customers (external and internal). Requires the ability to speak clearly, distinctly and effectively with fellow employees, contractors and the general public. Knowledge of computers and related software necessary. Ability to read in English and compare similarities and differences between words and series of numbers; apply common sense understanding to the work process, diagrams and drawings, procedures, programs and services; and to follow verbal and written instructions.

Work Environment

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and equipment, fumes or airborne particles, toxic or caustic chemicals and outside weather conditions with 80% of the work being performed in the field. The employee is occasionally exposed to wet and/or humid conditions and risk of electrical shock. The noise level in the work environment is usually moderate to loud.

Special Requirements

Requires a valid Iowa Motor Vehicle Operators License; possession of a current State of Iowa Class A master electrician's license or State of Iowa Class A journeyman electrician's license; possession of a valid Certification by the International Code Council (ICC) as a Electrical Inspector or ability to obtain such certification within a reasonable period (no more than 12 months) following appointment to position.

The City of Sioux City is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages employees and prospective employees to discuss needed accommodations with the appropriate City representatives.