



### **JOB DESCRIPTION**

**Salary: \$54,080 - \$58,916 depending on experience**

**Position is a Regular Full-time position eligible for all City Benefits.**

**Building Inspector:** Under the supervision of the Building Official, the Building Inspector is responsible for inspecting building site construction for all residential and commercial buildings to ensure compliance with State Building Code and City Ordinances. The Building Inspector's role is to inspect all residential and commercial framing, electrical, mechanical, and plumbing and consult with all builders on inspections, codes, and procedural issues. Additionally, the Building Inspector is responsible for the inspection of all equipment changeouts, remodels, additions, solar panels, and pools. This role works in conjunction with the Code Enforcement Officer to assist with violations.

**DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS:** (Individual duties, assignments and responsibilities required of the position)

- Performs all building and construction site inspections to ensure compliance with City codes and State regulations; conducts routine field inspections
- Informs architects, designers, and contractors about building code and procedural issues
- Inspect job sites for life safety issues and property damage.
- Assist builders manage job inspections.
- Inspect job sites for possible reported violations.
- Conduct fence, driveway, site development, and temporary power inspections.
- Inspect equipment changeouts, remodels, additions, solar panels and pools.
- Perform site development and fence progress checks.
- Assist Code Enforcement Officer with complaint response.
- Answer questions via phone, text or email from builders and homeowners about inspections or codes.
- Conduct annual fire Inspections and annual fire re-inspections
- Prepares and completes inspection reports when appropriate.
- Other related duties may be assigned.

**EDUCATION AND EXPERIENCE:** (special training, certifications, college degree, etc.)

- High School diploma or GED equivalent
- Two (2) years minimum experience in plumbing, construction, or a related area
- Valid Texas driver's license
- Licensed Plumber Inspector in the State of Texas
- Licensed Fire Inspector by the Texas Commission Of Fire Protection

**KNOWLEDGE, SKILLS, AND ABILITIES:** (technical, communication, interpersonal, etc.)

- Knowledge of the International Building Codes and the National Electric Code as applied to residential and commercial development
- Basic understanding of City Code Compliance
- Ability to develop and maintain a positive working relationship with staff, co-workers, elected officials, supervisors, citizens, business, and community groups
- Basic skills to read and understand construction documents (blueprints)
- Ability to maintain confidentiality when working with sensitive information and to comply with all record retention laws
- Ability to communicate and follow directions in English, both orally and in writing
- Basic skills in Microsoft Office Suite including Excel, Word, and PowerPoint
- Ability to understand and provide excellent customer service
- Ability to maintain proficiency and knowledge of current or new regulations/legislation within areas of responsibility
- Basic knowledge of all City safety rules and operating procedures
- Maintain regular and punctual attendance

**To apply for this position, please contact: [HR@lagovistatexas.gov](mailto:HR@lagovistatexas.gov)**