

EAST BAY REGIONAL PARK DISTRICT

CONSTRUCTION INSPECTOR

GENERAL FUNCTION

Under direction, administers and makes detailed technical inspections of construction contracts for buildings and infrastructure under construction or alteration.

ESSENTIAL FUNCTIONS

Makes detailed continuous inspections of infrastructure and building projects in the process of construction or alterations; keeps records and makes reports on materials and workmanship entering into construction by maintaining records of time, materials, workers, and significant events; detects and reports problematic soil conditions; lays out and checks lines and levels; monitors contractors compliance with contract documents, utility requirements, and regulatory agencies. Drafts and issues field change orders, letters and other administrative documents. Coordinates meetings with designers, District maintenance, and operations staff, specialized technical inspections, other agencies, officials, and other contractors that interface the work. Reviews and verifies payment requests by contractors and special services. Performs tests on equipment and utility systems. Monitors, observes, and oversees remediation of soil and structures contaminated by hazardous chemicals, lead, asbestos, etc. Reviews and analyzes contract documents in preparation for bidding for completeness, accuracy, and constructability. Provides experienced opinions on construction methods and materials. Keeps a diary of important conditions and happenings during the progress of the project being worked upon. Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Education: A Bachelors Degree from an accredited college or university, with major work in engineering, landscape architecture, construction management , or architecture. (Additional qualifying experience may be substituted for the required education on a year-for-year basis), and

Experience: Two years of experience as an architect's, landscape architect's, engineer's or owner's representative in full-time technical inspection or supervision on building construction work, or as a full-time construction superintendent on projects utilizing several trades.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of Title 24 of the California Administrative Code. Knowledge of uses and properties of materials, work skills, tools and equipment used in the construction of park facilities, buildings, roads, drainage, sewer and water works, plant materials, and planting methods. Working knowledge of plumbing, electrical work and codes; soil compaction and mechanics; grading and paving; installing rebar, placing, finishing, and curing concrete; defects in lumber and standard lumber grading, fasteners, and hardware; preparing surfaces and applying paint and other finishes; structural steel assembly and welding; State of California Department of Industrial Relations Construction Safety Orders. The ability to enter restricted spaces; climb ladders, and scale rough terrain; detect poor materials and workmanship, use hand tools and measuring devices; lift and move heavy objects, read and interpret construction drawings and specifications and detect deviations by testing and inspection; communicate clearly orally and in writing; maintain calm, analyze situations accurately and take effective action in stressful situations. Ability to establish and maintain positive and cooperative working relationships with all parties in the development and construction process, including a culturally diverse general public, with a focus on quality service to internal staff and external customers and park users.

SPECIAL CONDITIONS OF EMPLOYMENT

A valid driver's license is a condition of initial and continued employment in this classification. Must possess and maintain current State mandated certifications, licenses and credentials as required to fulfill duties and satisfy regulatory mandates for this classification. Current certification requirements include: Qualified Storm Water Pollution Prevention Plan Practitioner (QSP) certificate. The Storm Water Pollution Prevention Plan Practitioner (QSP) certificate must be obtained prior to completion of probation.

REPORTS TO: Sr. Construction Inspector