



Human Resources
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The City of San Bruno is located in San Mateo County, only 12 miles south of San Francisco. An ethnically and culturally diverse city, San Bruno maintains a small-town atmosphere within a large metropolitan area.

The City is responsible for a wide range of public services including Fire, Police, Cable TV, Water and Wastewater.

Located along Highway 101 and Interstate 280, the City enjoys easy access to the vast cultural, educational and recreational opportunities of the San Francisco Bay Area including museums, galleries, restaurants, theaters and access to the San Francisco 49ers and Giants venues, the Golden Gate National Recreation Area, and the San Francisco Bay. Educational opportunities include numerous community colleges, as well as UC Berkeley, Stanford University, San Francisco State University, and University of San Francisco.

The San Bruno BART and CalTrain stations make it easy to use public transportation to access the Peninsula, San Francisco and beyond.

Building Inspector I/II

Filing Deadline: Open Until Filled

Building Inspector I: \$79,068 — \$97,032
Building Inspector II: \$88,704—\$108,852

The Position

The City of San Bruno Community Development Department is recruiting for a Building Inspector I/II, who will have a unique opportunity to help shape and guide the community's future. As the City continues to grow in population and develop within the burgeoning San Francisco Bay Area, now is an exciting time to join the San Bruno Community Development Department. Under the guidance of the Chief Building Official, the Building Inspector performs routine to complex inspections for compliance with building codes, issues corrections notices and citations, authors reports of building inspection activity, assists in administering the permitting function for commercial and residential buildings, and performs customer service for the residents of the community. The Building Inspector may also develop educational materials for the public, perform duties of a plan examiner, and represent the City at professional meetings, training sessions and other industry events. Municipal or jurisdictional building inspection experience is highly desirable for this position.

The Department

The Community Development Department includes Planning, Building, and Code Enforcement. The Department is responsible for ensuring that new development and modifications to existing development in San Bruno are completed in compliance with City and State laws and for supporting the maintenance of safe, attractive neighborhoods and business areas through a progressive code enforcement program.

Excellent Benefits

- CalPERS retirement formula of 2.7% @ 55 for classic members and 2% @ 62 for new members
- Annual accruals of 10-23 vacation days based on years of service, 14.5 holidays and 12 sick days
- \$500 personal and professional reimbursement annually
- Opportunity for bilingual incentive pay up to 2.5%
- Matching deferred compensation contribution up to 0.5% of salary on a biweekly basis
- Medical, dental and vision benefits provided with employee contribution
- Life insurance equal to one year's annual salary provided at no cost
- Long-term disability insurance provided at no cost
- Home loan assistance program
- Section 125 Flexible Benefit Plan
- Tuition reimbursement



Minimum Qualifications

Graduation from high school or GED equivalent. Possession of an AA/AS degree from an accredited college in Building Inspection or Construction Technology highly desirable, plus:

Building Inspector I:

- ◆ Two (2) years of experience in general construction or related fields or two (2) years of experience in municipal or jurisdictional building inspection experience, or a combination of both.

Building Inspector II:

- ◆ Five (5) years of experience in the capacity of Building Inspector I.

Special Requirements

Possession of and ability to maintain a valid California driver's license.

Building Inspector I

- ◆ Possession of a minimum of one (1) Legacy International Conference Building Officials (ICBO) or International Code Council (ICC) Certification in Residential Building, Plumbing, Electrical or Mechanical; a combination of certificates preferred.

Building Inspector II

- ◆ Possession of a minimum of five (5) Legacy International Conference of Building Officials (ICBO) or International Code Council (ICC) Certifications in Building, Mechanical, Electrical, Plumbing, Combination and/or other approved certifications as determined by the Chief Building Official.

Necessary Knowledge and Skills

Applicants should possess knowledge of principles, practices and methods used in various building construction areas, including residential building, mechanical, electrical and/or plumbing; operational characteristics and use of standard equipment used in building inspection and the building trades; building and construction standards and materials; testing procedures; basic principles of mathematics; applicable federal, state and local laws, codes and regulations, including construction code manuals and specifications; standard office procedures, practices and equipment including a computer and applicable software; methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar; and occupational hazards and standard safety procedures. Applicants should also possess the ability to work effectively with contractors, developers, architects, engineers, owners, and the general public; read and understand complicated plans and blueprints; communicate effectively orally and in writing; make sound decisions within established guidelines; implement, explain and apply applicable laws, codes and regulations; analyze complex issues, and develop and implement appropriate responses; facilitate appropriate corrective action from property owners regarding violations.

How to Apply

Interested candidates may apply online at www.calopps.org. Candidates are encouraged to read the entire job announcement and job description prior to submitting an application. After an initial screening of applications, those **candidates that meet the minimum qualifications and meet the Department's needs will be invited to participate further** in the recruitment process.

Application Deadline: Open Until Filled

The City of San Bruno is an Equal Opportunity Employer (EOE) and as such does not discriminate on the basis of age, race, color, sex, gender, religion, ancestry, physical or mental disability, marital status, sexual orientation, or national origin in its employment actions, decisions, policies and practices.