



City of Milpitas

We invite applications for the position of: Senior Building Inspector

Annual Salary Range: \$101,405 - \$123,259

Post Date: August 3, 2017

Close Date: August 17, 2017, by 5:00 PM

Why Milpitas?

Located at the southern tip of the San Francisco Bay, the City of Milpitas is a dynamic community that is an integral part of the high tech Silicon Valley. With a much diversified resident population of 75,521, Milpitas features quality schools, conveniently located neighborhood parks and shopping centers. The role of every employee is to be committed to accomplishing the community's vision by providing fiscally sound, superior services.

You will be joining a community of 328 professional employees as diverse as the city they support. We are privileged to have such a unique workforce and to foster an environment that encourages those differences. We believe in supporting our employees' abilities and desires for professional growth, to better support retention and commitment throughout all career stages. Milpitas employees are proud and know that their contributions make a difference to the community as well as to their own career. We encourage you to check us out:

<http://www.ci.milpitas.ca.gov/>

The Opportunity

The Senior Building Inspector is responsible for supervising, scheduling, and coordinating field activities of the Building & Safety Department; inspecting routine and complex structural building systems at various stages of construction, alteration, and repair to assure compliance with approved plans, specifications, codes, ordinances and laws; and able to manage multiple tasks.

What You Will Do

Duties may include, but are not limited to the following:

Supervise, schedule, and coordinate the field operations of the building inspection division.

Resolve disputes between building inspection staff and developers, contractors, architects, engineers, and the general public.

Respond to questions and concerns of assigned staff or the public.

Provide training to new building inspection staff in terms of City policies, procedures, rules, and regulations.

Provide on-going training to building inspection staff as directed; ensure uniform application of the appropriate codes, rules, and regulations.



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Prepare appropriate paperwork, records, and reports.

Check plans for construction, alteration, or repair of residential, commercial, and industrial buildings to assure compliance with applicable codes.

Interpret building codes and work with builders, property owners, and craftspeople in making changes necessary to conform to codes.

Inspect structural building systems at various stages of construction, alteration, and repair to ensure compliance to approved plans, specifications, codes, ordinances, and laws.

Coordinate division activities with other City departments, divisions, sections, and outside agencies.

Assist in the preparation and administration of the division budget.

Supervise, train, and evaluate assigned inspection personnel.

Serve as Chief Building Official as required.

Experience and Education

Two years of increasingly responsible building inspection experience including some supervisory/lead responsibilities.

Equivalent to the completion of the twelfth grade.

License and Other Requirements

Possession of or ability to obtain and maintain an appropriate, valid California Driver's License.

Possession of a Building Plumbing, Mechanical, and Electrical Certificate or Residential and Commercial Combination Inspection Certificate issued by the International Code Council (ICC).

Special Requirements

Essential duties require the following physical abilities and work environment:

Typically, work is performed at construction sites and in an office environment; exposure to outdoor elements; extensive use of the telephone and radio, repetitive keyboarding on a computer; ability to walk on uneven ground; reach (including overhead), squat, bend, lift, crawl, and, climb; push, pull, and carry up to 50 pounds; drive daily to various locations within and outside the City of Milpitas; ability to work safely in a hard-hat construction zone is essential; exposure to construction-related chemicals and products; may be required to crawl in confined spaces.



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Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

To Apply

Submit application, resume, and copies of required certificates online at www.calopps.org or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd, Milpitas, CA 95035, (408) 586-3090.

A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

Benefits

The City provides an excellent array of benefits that includes the following. This position is represented by the Professional and Technical bargaining group. Benefits Information is available online at:

<http://www.ci.milpitas.ca.gov/milpitas/departments/about-human-resources-2/benefits/>

<http://www.ci.milpitas.ca.gov/wp-content/uploads/2016/02/Milpitas-Professional-and-Technical-Group.pdf>

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.