



We invite applications for the position of:

BUILDING INSPECTOR I/II

Building Inspector I: \$81,611 to \$99,213 Annually

Building Inspector II: \$90,090 to \$109,481 Annually

(Plus a comprehensive benefit package)

“Mountain View is an exciting and dynamic City, and the work is fast-paced and challenging. The best part of working for the City is collaborating and learning from talented and dedicated colleagues.” *–Eric Anderson, Environmental Safety Coordinator*

Why Consider The City of Mountain View?

It's simple. We are a **passionate team of professionals committed** to providing **excellent service** to the **community** we serve, and we want you to join us! When you become part of the City of Mountain View family, you will find this is not just a J-O-B, it is a way of life for those who seek a mission-oriented culture.

About This Role

We are seeking a highly motivated, skilled professional to join the Fire and Environmental Protection Division of the Fire Department, for the position of Building Inspector I/II. The Building Inspector is assigned to support the Fire Department's Multi-Family Housing Inspection Program and inspects existing multi-family housing and rental units and CDBG-funded rehabilitated housing units within the City in accordance with local ordinances as well as ensures fire and life safety, and public health and safety. You can review the detailed job descriptions for Building Inspector I/II on the City's website [here](#).

What You Bring

Building Inspector I

- Two years of experience in the journey-level trade or as a contractor in a variety of building construction activities or in a public-sector building inspection department; OR, eighteen (18) months as an Assistant Building Inspector with the City of Mountain View.
- Training equivalent to the completion of the 12th grade supplemented by coursework in building inspection or a related field.
- Possession of, or ability to obtain, a valid California Class C Driver License at time of appointment;
- Ability to obtain an International Code Council (ICC) certification as a building inspector or combination inspector within one year of hire.

Bonus Points

- Possession of an AA degree in related field
- Possession of an ICC certification as a building inspector or combination inspector

Building Inspector II

- Eighteen (18) months to two (2) years of experience performing duties comparable to that of Building Inspector I in the City of Mountain View.
- Training equivalent to the completion of the 12th grade supplemented by coursework in building inspection or a related field.
- Possession of, or ability to obtain, an appropriate California Driver License at time of appointment
- possession of an International Code Council (ICC) certification as a building inspector or combination inspector

Bonus Points

- Possession of an AA degree in related field
- Possession of an ICC subtrade certification (electrical, mechanical, plumbing, etc.)

Who You Are

- Professional who is knowledgeable about principles and practices of the California Building, Plumbing, Mechanical and Electrical Codes, and other pertinent Federal, State, County codes and City ordinances.
- Problem solver who is able to identify existing or potential problems and proactively collaborate on solutions.
- Exceptional communicator with superior interpersonal skills who can work as part of a team and provide outstanding customer service to our business and residential community.

- Quick and efficient professional who is adept at juggling multiple priorities/projects in order to meet targeted deadlines.

What You'll Do

- Conduct mandatory routine inspections of multi-family housing rental units within the City; conduct inspections for service requests and complaints; inspect materials for identification and conformance to specifications.
- Complete and maintain forms, records, and field reports relative to inspection activities and document findings; input of inspection reports into a report tracking database system(s).
- Enforce zoning compliance at multi-family housing units as needed.
- Work cooperatively with the Code Enforcement and Building Inspection Divisions to address compliance issues and conduct enforcement at multi-family housing units.
- Prepare clear, concise, and comprehensive reports, correspondence, and other required documents using a computer and tablet; daily use of Microsoft Office Suite, and other software programs as assigned.
- Record amounts of work performed; prepare necessary reports for payments or cost recovery.
- Provide information to building owners and tenants for compliance with all applicable codes and ordinances. As needed, establish written guidelines to assist building owners and tenants in their compliance efforts and keep written guidelines up to date; make recommendations for corrective actions.

What We Offer

- Comprehensive benefits package including generous paid leave and group health coverage.
- CalPERS retirement (2.7% at 55 formula for classic members; 2% at 62 for new members); employees contribute 11.5% for classic members; 10.5% for new members to CalPERS with no Social Security deduction.
- Opportunity to use \$2,000 in tuition reimbursement for education advancement annually, with an additional one time opportunity for up to \$20,000 for the completion of a work related Bachelor's or Master's degree.
- Employee appreciation days and activities.
- Wellness culture including access to the employee gym and incentive pay for participating in the City's wellness program.
- Awesomeness!

Are You Ready? Apply.

Submit your application and resume online at www.calopps.org or to the Human Resources Division; City of Mountain View, 500 Castro Street, Mountain View, CA 94041, (650) 903-6309.

Deadline

Application materials will be screened on a continuous basis with a first application review date of **Thursday, January 4, 2018**. Qualified candidates are encouraged to apply early.

Interview Process

Candidates with the most relevant qualifications will be invited to the following process:

- Depending on the number of applicants received, the first round of interviews may be conducted via skype.
- Oral board interview and written exercise (weighted 100%).
- Department interview - Candidates invited to interview with the Fire Department staff will participate in a more in-depth discussion regarding the position and their specific qualifications for the position.

Depending on the number of applications, the above process may be altered. Qualified candidates are encouraged to apply early!

Fine Print.

Candidates with a disability who may require special assistance in any phase of the application or testing process should advise the Human Resources Division upon submittal of application. Documentation of the need for accommodation must accompany the request. The City of Mountain View is an Equal Opportunity Employer (EOE).

Prior to hire, candidates will be required to successfully complete a preemployment process, including employment verification and a Department of Justice (DOJ) fingerprint check. A conviction history will not necessarily disqualify an applicant from appointment; however, failure to disclose a conviction will result in disqualification or termination.

CITY OF MOUNTAIN VIEW
Building Inspector I/II
Supplemental Questionnaire

Please answer the following questions and submit with your application. Please limit your responses to one page per each question or less.

1. Do you have at least two years of experience in the journey-level trade or as a contractor in a variety of building construction activities or in a public-sector building inspection department? If so, please describe your experience.
2. Do you possess the desired ICC Certificate? Please attach a copy with your application.
3. Describe your experience dealing with inspection /code enforcement issues. Specifically, any experience you may have preparing case documents and appearing in court or before a hearing officer.