



RESOLUTION NO. 188-2012

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

WHEREAS, the current Building Inspector series is allocated between the Building Inspector I/II alternately staffed class and the Sr. Building Inspector class, and there is a need for flexibility in hiring and staffing these allocations; and

WHEREAS, creating a deep class series by reclassifying the Sr. Building Inspector class to a Building Inspector III class would allow the Department to hire new employees at any level based on their experience, and to move employees to higher levels as they gain the experience and meet the requirements of the higher class; and

WHEREAS, in accordance with Section 202 of the El Dorado County Compensation Administration Resolution #227-84 applicable to represented employees, and Section 501 of the El Dorado County Salary and Benefits Resolution #323-2001 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

WHEREAS, Resolution #062-2012 established the authorize Personnel Allocation based on the Fiscal Year 2012-2013 final Budget and has been subsequently amended by action of the Board; and

WHEREAS, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of El Dorado approves the reclassification of the Sr. Building Inspector class to Building Inspector III and the deep Building Inspector I/II/III series, and those who are currently in the Sr. Building Inspector class will now be reclassified as a Building Inspector III, with no change to compensation, benefits, standing, or bargaining unit,

AND, BE IT FURTHER RESOLVED that the Board of Supervisors of the County of El Dorado does hereby amend, modify and/or alter its Authorized Personnel Allocation Resolution #062-2012 as set forth below:

Job Class. No.	Classification	Bargaining Unit	Salary Range
4503	Building Inspector III*	TC	\$24.91 – \$30.27 \$4316 - \$5247

*reclassified from Sr. Building Inspector (no change in bargaining unit or salary range)

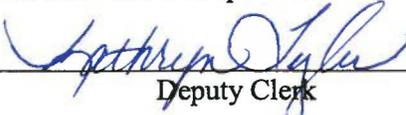
Department	Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Development Services	4503	Sr. Building Inspector	8.0	8.0	-8.0	0
Development Services	4501/02/03	Building Inspector I/II/III	4.0*	4.0	+8.0	12.0

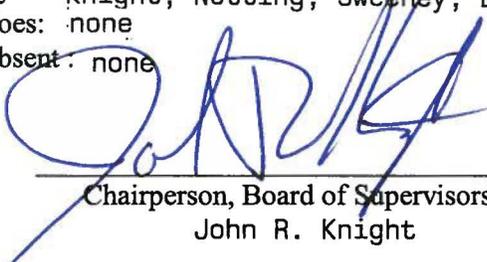
*Currently allocated to the Building Inspector I/II alternately staffed class.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 18 day of December, 2012, by the following vote of said Board:

Attest:
James S. Mitrison
Clerk of the Board of Supervisors

Ayes: Knight, Nutting, Sweeney, Briggs, Santiago
Noes: none
Absent: none

By: 
Deputy Clerk


Chairperson, Board of Supervisors
John R. Knight

BUILDING INSPECTOR I/II/III

DEFINITION

Under general supervision, performs skilled building and related health and safety inspection work in the interpretation and enforcement of structural, mechanical, electrical, plumbing and related codes and regulations regulating new building construction, remodeling, repair and use and performs plan checks.

DISTINGUISHING CHARACTERISTICS

Building Inspector I is the entry-level class in the building inspection series. Initially under close supervision, incumbents perform inspections in specialty craft areas, such as building and related mechanical, electrical or plumbing areas. As experience is gained, inspections expand to include varied craft areas and types of inspection. This class is alternatively staffed with Building Inspector II and III and incumbents may advance to the higher level after gaining experience and demonstrating proficiency to meet the qualifications of the higher level class.

Building Inspector II is the journey level class in the building inspection series, fully competent and expected to perform specified inspections on residential, commercial and industrial structures and basic residential plan checks. Incumbents exercise independent judgment and make sound recommendations based on inspection findings. This class is distinguished from the Building Inspector III class in that the latter is the advanced journey level/or a specialist class who perform the most complex inspections and/or plan reviews.

Building Inspector III is the advanced journey level class in the building inspection series. Incumbents in this class typically have responsibility for the more complex inspections and/or plan review and approval, and may be assigned responsibility for providing direction to other building inspection staff. This class is distinguished from the Operations Supervisor in that the latter is the first level supervisory position providing overall supervisory support for a division in the Building Department.

EXAMPLES OF DUTIES (Illustrative Only)

Building Inspector I

- Conducts inspections for residential permits such as single family dwellings, additions and remodels for compliance to building, mechanical, electrical, plumbing and other related codes and regulations.
- Interprets codes and regulations. Intakes permit applications, calculate and collect fees and issues permits.
- Maintains records and files of permits and inspections made.
- Tracks billable hours on time and material permits.
- Attendance and punctuality that is observant of scheduled hours on a regular basis.
- Performs related work as assigned.

Building Inspector I/II

Knowledge of:

- Techniques, materials and methods used in a specified building construction craft areas, including plumbing, electrical, mechanical, building, and/or others.
- Specific codes regulating plumbing, electrical, mechanical, housing or building construction work in area of assignment.
- Laws and ordinances regulating building construction and zoning.
- Building inspection practices and methods, including techniques for dealing with the public in stressful situations.
- Appropriate health and safety methods used in construction work.

Skill in:

- Performing thorough and accurate inspections of the construction, alteration or repair of buildings and site development.
- Enforcing a wide range of building, and related codes and regulations.
- Interpreting and applying complex codes and regulations.
- Reading and interpreting plans and specifications and detecting deviations from approved plans.
- Reviews and writes corrections for basic residential plan checks.
- Exercising sound independent judgment within established guidelines.
- Maintaining accurate records and preparing clear and concise reports and documentation.
- Dealing courteously and communicating effectively with a variety of individuals, including resolving job-related problems.

Building Inspector III

In addition to the qualifications for Building Inspector I/II:

Knowledge of:

- Laws and ordinances regulating site development.
- Basic zoning principles and ordinances.
- Basic supervisory principles and practices as related to a lead role.

Skill in:

- Enforcing a wide range of site development, zoning and related codes and regulations.
- Reviewing and writing corrections for residential and non-residential plan checks.
- Planning, assigning, directing, and reviewing the work of others.
- Training others in work procedures.

Other Requirements:

Building Inspector I/II

Must possess a valid driver's license. Must possess and maintain an International Code Council (I.C.C.) Building Inspector Certificate at the time of appointment.

climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 50 pounds.

Environmental Elements (All levels)

Employees partly work in the office and partly in the field and are occasionally exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.

Working Conditions (All levels)

May be required to work various shifts including early mornings and evenings to accommodate projects.