

**ENGINEERING CONSTRUCTION INSPECTOR**

*The following class specification is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.*

**DEPARTMENT:** Engineering

**REPORTS TO:** Project Engineer

**CLASS SUMMARY**

Inspects and monitors field construction projects to ensure compliance with County and state rules, regulations, and policies.

**DISTINGUISHING CHARACTERISTICS**

The Engineering Construction Inspector is a stand-alone classification. The Engineering Construction Inspector is distinguished from other classifications by its responsibility for inspecting utility and engineering construction or control facilities to ensure compliance with various regulations and policies.

**TYPICAL CLASS ESSENTIAL DUTIES**

- Reviews project plans in consultation with engineers.
- Observes installations in the field.
- Conducts periodic field inspections to monitor compliance.
- Performs tests on construction materials and methods.
- Prepares written reports on project compliance.
- Responds to complaints from County residents.
- Performs inspections duties in areas other than area of assignment (utility construction or subdivision erosion/sedimentation control program).
- Performs other duties of a similar nature or level.
- Performs work during emergency/disaster situations.

**POSITION SPECIFIC DUTIES**

Some positions are assigned to utility construction, and perform the following essential duties:

- Inspects and tests water lines, sewer force mains, gravity lines, clean-outs, taps and lift stations.
- Locates underground utility lines, prior to construction projects, to include reviewing maps and architectural drawings, performing field inspections, and marking the location of any affected lines.
- Reviews as-builts for acceptance into the County's system by reviewing plans and interpreting and applying the County's as-built guidelines.
- Performs final inspections of clean-outs and water meters before certificate of occupancy is given.

Some positions are assigned to the erosion/sedimentation control program, and perform the following essential duties:

- Inspects installations of erosion and control facilities.
- Monitors erosion control and drainage problems by conducting field inspections of subdivisions and responds to complaints from County residents.
- Performs engineering final inspection of construction and soil stabilization.

**KNOWLEDGE AND SKILLS**

Knowledge of:

- Surveying techniques;
- Plumbing and pumping principles;
- Utility construction concepts (including drainage pipe installation);
- County geography;
- Basic engineering concepts (including drainage and grading);
- Drafting principles;
- Customer service techniques.

Skill in:

- Driving a vehicle;
- Using a computer and related software applications;
- Reading maps;

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- Writing reports;
- Providing customer service;
- Using hand and power tools;
- Conducting visual inspections;
- Reading architectural drawings and schematics;
- File organization;
- Installing sewer and water lines or erosion control and storm water features, depending on position assignment;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

**TRAINING AND EXPERIENCE**

High School Diploma or General Equivalency Diploma (GED) and two years of related construction experience in the area of assignment; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Two years of technical college studying Environmental Science, Engineering Technology, Civil Engineering, Biology, or a related field *preferred* for position assigned to erosion/sedimentation control program..

**LICENSING/CERTIFICATION**

- Valid NC Driver's License.

**PHYSICAL REQUIREMENTS/WORKING CONDITIONS**

Typically requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

May be subjected to fumes, odors, dusts, gases, poor ventilation, work space restrictions, and travel.

**GENERAL INFORMATION**

FLSA Status: Non-exempt

Class Spec Established/Revised: E11/99; R1206