

PLANS EXAMINER - 334

DEFINITION OF WORK

Under regular supervision, performs responsible technical work in the enforcement of the City/County building codes and regulations governing building construction, alteration and repair.

EXAMPLES OF WORK

Reviews building permit applications, plans and specifications of any proposed construction to verify conformance with the North Carolina State Building Codes and the approval of building permits where appropriate; coordinates and distributes plans and specifications to other areas within the Division for necessary reviews and explains necessary changes noted by these individuals to interested parties; confers with contractors, architects, engineers, property owners and the general public in explaining and interpreting the building code requirements, inspection procedures and of requirements for obtaining building permits; provides project status of the review process to interested parties; resolves complaints and related problems on projects being reviewed; prepares and maintains necessary records, reports and procedures; consults and advises building inspectors on difficult or unusual problems; gives assistance as necessary and performs building inspections on unusual and complicated cases.

EMPLOYMENT STANDARDS

Education and Experience: Any combination of education and experience equivalent to a high school diploma supplemented by technical level coursework in architecture, engineering (civil or structural), building construction or a related field; considerable experience in construction or engineering inspection or engineering drafting and design or any equivalent combination of training and experience which provides the following knowledges, skills and abilities.

Knowledge, Skills and Abilities: Thorough knowledge of and ability to interpret and enforce the State Building Codes, the State Uniform Residential Building Code, City and County Building Codes and Zoning Ordinances, the County Mobile Home Park Regulations and the Flood Plains Ordinance; thorough knowledge of all types of building construction materials and methods; and of stages of construction when possible violations and defects may be most easily observed and quality of construction and physical depreciation; ability to read and interpret accurately, and to compare them with construction in process; ability to contact building owners, contractors and the public and effect satisfactory working relations.

SPECIAL REQUIREMENTS

Possession of a valid North Carolina driver's license. Hold a Level II certification as an Electrical, Plumbing and Mechanical Inspector. Obtain a Level III certification as a Building Inspector within two (2) years after initial appointment.