

CITY OF CEDAR RAPIDS POSITION PROFILE	JOB CODE #/TITLE: AF005 Plumbing Inspector
POSITION #/TITLE: 0818 Plumbing Inspector	Adopted: 07-97
	Revised: 03-09

POSITION DESCRIPTION

Dept: Code Enforcement	Manager Level: Non-Manager
Salary Plan/Description: AFS/AFSCME	Salary Grade: 32
Reports To Position #/Job Code #/JC Title: 1261/NB313/Building & Trades Manager	Dotted-line Reports To Position #/Job Code #/JC Title:
FLSA Status: Non-Exempt	City Overtime Status (Employee Type): Non-Exempt (Exception Hourly)
Physical Demand Rating: Light	Work Environment: Controlled
Pre-employment Testing: Drug and health screening after contingent offer.	Position Testing: Civil Service Exam
Personal Protective Equipment: Head, Foot, Protective Clothing	

General Statement of Duties

Provides technical services to assure that buildings constructed in the City are safe for use and occupation, in compliance with the City plumbing code and other relevant laws and ordinances.

Distinguishing Features of the Class

Works under general supervision in the field, supervised from central office; exercises some discretionary authority in making decisions concerning plumbing code violations and compliance.

Examples of Essential Work (Illustrative Only)

Inspects buildings under construction and new plumbing installations to assure compliance with the City plumbing code and safety standards;
 Checks construction plans and specifications to determine compliance;
 Makes field inspections in connection with licenses and permits, or in response to requests or complaints;
 Confers with architects;
 Issues plumbing permits for construction and remodeling;
 Maintains manual and computerized inspection records;
 Attends staff meetings;
 Performs all work duties and activities in accordance with City policies, procedures and safety practices;
 Attends work regularly at the designated place and time;
 Prepares correspondence;
 Supports continuous process improvement initiatives;
 Performs related work as required.

Required Knowledge and Abilities

Knowledge of functions and operations of plumbing installations and systems in building construction;
 Knowledge of plumbing code of the City and other laws and ordinances relating to plumbing installations in buildings;
 Knowledge of plumbing safety standards;
 Skill in relating observations of conditions to plumbing code provisions and safety standards;

Skill in work management;
Skill in interpersonal relations as applied to contacts with outside agency representatives and the public;
Ability to operate the following equipment and tools: hand tools of the plumber's trade; air test pump and hose;
Ability to operate a personal computer using program applications appropriate to assigned duties and responsibilities;
Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities;
Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
Ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

Graduation from High School or GED; and
Work experience as specified in the Municipal Plumbing Code of Cedar Rapids or experience equivalent to the level of journeyman in the plumber's trade; or
Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Required Special Qualifications

Current Cedar Rapids Journeyman's license;
Valid Iowa Driver's License;
ICBO Certification within 12 months of appointment.

Essential Physical Abilities

Requires the following with or without reasonable accommodation:
Sufficient clarity of speech and hearing, which permits the employee to communicate effectively;
Sufficient vision, which permits the employee to review a wide variety of written correspondence, reports and related material in both electronic and hard copy form;
Sufficient manual dexterity, which permits the employee to operate a keyboard and produce handwritten materials and notations;
Sufficient personal mobility, which permits the employee to visit various and other work areas in the City and attend a wide variety of work sites within the City.