

Class Code: G42
CITY OF ANAHEIM
Class Specification

Classification:
SENIOR CONSTRUCTION INSPECTOR

Definition:

Under minimal supervision, inspects administers major public works and utility construction projects and contracts for conformance to City specifications; and inspects privately constructed public works improvements.

Typical Duties:

Inspects projects such as grading and paving, sewers, storm drains, traffic signals and other city department construction projects on a routine basis.

Determine quantities and prepares progress and final estimates for city contracted construction projects.

Checks plans and specifications for conformance to City specifications; determines acceptability of materials; ensures that utilities have been contacted and permits applied for.

Attends pre-construction and pre-grading conferences with developers and contractors; conducts pre-construction meeting for city contracted projects.

Attends locator meetings with contractors and representatives of various utilities.

Conducts field site investigations; gives report and recommendations for Planning Department action.

Assures survey staking on city construction projects; determine that job is properly barricaded.

Arranges for field and laboratory testing of concrete, rock base, asphalt and other materials; evaluates results of tests including pressure tests and TV inspection of sewers.

Coordinates the scheduling of work between developers, contractors and City forces.

Coordinates the inspection of City construction activities with other inspection agencies, cities, county and state.

Consults with developers, contractors and homeowners regarding methods and materials and City specifications and codes.

Prepares some administrative reports as required.

Prepares and maintains diaries of daily inspections, and records for city contracted construction projects, including payment quantities, labor compliance, testing results, materials, and required related records by other regulatory agencies.

Checks and verifies labor compliance requirements including certified payrolls, FSLA, Safety and EEO for federally funded construction projects.

Attends classes, seminars and reads technical literature to remain current on new methods and materials.

Monitors public right of way construction permits.

Assist with the training of technical staff; monitors, guides and functionally supervises inspectors assisting with major large projects.

Performs other job related duties as required.

Minimum Requirements:

Experience: Equivalent to extensive public works construction experience including responsible public work inspection experience.

Knowledge of: Constuction practices, methods and materials; principles, methods, materials, equipment and safety hazards of construction and surveying; defects and faults in construction; basic mathematics including algebra, geometry and some trigonometry; basic soil mechanics and geology; construction materials sampling, testing, and estimating procedures; engineering mechanics of structures; applicable laws, regulations, codes and departmental policies governing the construction of assigned projects; basic elements of electrical power services and controls; City, county, state and federal construction contract and Labor Compliance regulations; construction recordkeeping requirements including federally payroll, EEO, FLSA, and safety records.

Ability to: Read plans and specifications; detect and locate faulty materials and work, and determine the stage of construction during which defects are most easily found and remedied; understand and interpret engineering plans and specifications, and prepare accurate engineering records; deal firmly and tactfully with contractors, engineers, property owners and citizens; test soils, concrete, and related material samples; communicate effectively, both orally and in writing; train, advise and guide lower level construction inspectors.

Physical Requirements: Walk, stand, climb, stoop and tour sites on foot when conducting construction inspections.

License and/or Certification Required: Possession of or ability to obtain a valid Class 3 California Driver's License.

Note: Positions in this classification perform at the advanced journey level of the Construction Inspection job series. They include employees who possess significant responsibilities beyond that excepted at the journey level and require a significant level of specialized, technical or functional expertise. Position at this level performs the full range of duties assigned to the position and are assigned the more complex or specialized work requiring significant exercise of independent judgement. They may provide technical and function lead supervision and/or training to other subordinate positions. Work is normally reviewed only upon completion and for overall results. Work is normally reviewed only upon completion and for overall results.

Supervision Received: Works under technical supervision of a Construction Inspection Supervisor and Field Engineer who outlines assignments and periodically reviews work in progress and completed work.

Career Ladder Information: Experience in this class may serve to meet minimum requirements for promotion to Construction Inspection Supervisor.

NOTE: The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

9/90 - New - E. Cruz/C. Harris
Unit of Representation - AMEA
Doc: CS1058