

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

BUILDING CONSTRUCTION INSPECTOR I

POSITION CODE: 05541

Effective: 1-1-02

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, performs inspectional work of a controlled nature in conjunction with the construction, alteration or repair work on new or existing buildings or improvement of grounds; completes assignments of a controlled nature in those phases of construction inspection where training needs are evidenced.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Inspects manufactured housing units at point of manufacture at both in-state and out-of-state locations to determine compliance with applicable standards.
2. Conducts inspections of multi-purpose senior citizen centers to be funded or that have already been funded.
3. Reviews plans, specifications, materials and applications for all phases of construction; reviews blueprints to identify areas that could reflect non-compliance with codes or acts.
4. Completes various inspection forms and written program reports; prepares recommendations to supervisor for corrective action of noncompliance items.
5. Utilizes a check list to evaluate parts or sections of a site, i.e., parking, outside lights, sidewalks, ramps, gutters, roof exterior condition of siding, brick, block, windows, landscaping, furnaces and combustion air supply, air conditioning, electrical system, kitchens; conducts periodic on-site inspections during construction to determine proper completion of on-site requirements.
6. Interprets and explains applicable laws, rules, codes, acts and regulations to recipients, businesses, manufacturers, dealers, contractors, building officials, etc.
7. Refers plumbing inspections to an Illinois licensed plumbing inspector; refers questionable or specialized areas of inspection to higher level or specialized inspectors.

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8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of four years of college with courses in civil or general engineering.

Requires two years of experience in the building construction industry.

Knowledges, Skills and Abilities

Requires elementary knowledge of modern building construction practices, craft practices and pertinent laws and local ordinances.

Requires elementary knowledge of the inspectional process of construction work starting, in progress and at various stages of completion.

Requires elementary knowledge of engineering plans, specifications, drawings, reports and recordkeeping.

Requires ability to learn and apply a variety of construction inspection skills to a variety of construction projects.

Requires ability to interpret and explain applicable laws, rules, codes, acts and regulations.

Requires ability to prepare and maintain construction inspection records and reports.

Requires ability to adapt to and tolerate a variety of disagreeable working conditions.

Requires ability to communicate effectively both orally and in writing.

Requires ability to establish and maintain satisfactory working relationships with construction, tradesmen and other personnel.