

Class Codes

BUILDING/CONSTRUCTION INSPECTOR	1651
BUILDING/CONSTRUCTION INSPECTOR (CLASS 1)	1650

DEFINITION

Performs continuous inspection of contract school construction for compliance with approved contract documents and applicable codes.

TYPICAL DUTIES

- Represents the District on construction sites, in contacts with contractors, engineers, commissioned architects, and the public.
- Performs continuous inspection of wood frame, reinforced concrete, Gunitite, masonry, and structural steel construction for compliance with plans, specifications, contract documents, and all applicable State and local building codes, ordinances, and regulations.
- Analyzes plans, specifications, and contract documents.
- Interprets or secures interpretation of plans and specifications for contractors and subcontractors.
- Notifies architects, engineers and the project team of any material or work quality that does not meet the requirements of the approved contract documents or applicable codes.
- Coordinates and monitors the on and off-site work of special inspectors and materials testing laboratories including the document control of all issued reports.
- Maintains a daily report of construction progress, site activity, and events.
- Prepares progress reports.
- Verifies all approved scope change and signs affidavits required by State and local authorities and the Facilities Services Division.
- Executes all inspection duties related to the DSA construction card.
- Uploads and posts inspection-related documents and reports to the designated cloud storage.
- Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Building/Construction Inspector represents the District at construction sites, performs continuous inspection of construction materials, methods, and work quality, and monitors construction work for compliance with approved contract documents and applicable codes. Incumbents in this class perform work consistent with the Division of the State Architect regulations. A Building/Construction Inspector must possess and maintain minimum certification as a Class 3 General Inspector by the Division of the State Architect.

A Building/Construction Inspector (Class I) performs work consistent with the Division of the State Architect regulations. A Building/Construction Inspector (Class 1) must possess and maintain certification as a Class 1 General Inspector by the Division of the State Architect.

A Supervising Building/Construction Inspector supervises and coordinates the work of Building/Construction Inspectors, Building/Construction Inspector (Class I) and special inspectors on contract school construction projects, conducts final inspections, and verifies compliance with State and local requirements.

Other District special inspectors provide inspection of materials and work quality provided by contractors relative to their designated areas of specialization, with monitoring by the project inspector.

SUPERVISION

General supervision is received from a Supervising Building/Construction Inspector. A DSA-certified Class 1 inspector assigned as the project inspector may provide work direction to other DSA-certified inspectors and special inspectors.

CLASS QUALIFICATIONS

Knowledge of:

- Building codes, ordinances, and regulations of State and local jurisdictions
- Pertinent Safety Orders of the State Division of Occupational Safety and Health
- Labor codes and public contract codes relative to construction
- Methods of construction for wood frame, masonry, structural steel, timber, concrete, and reinforced concrete buildings and foundations
- Inspection methods and their practical application
- Microsoft Office

Ability to:

- Read and interpret building plans and specifications
- Detect construction deviations from the approved contract documents and applicable codes
- Test concrete and other construction materials
- Keep accurate records as required by DSA
- Prepare clear and concise reports
- Work effectively with contractors, engineers, commissioned architects, school personnel, and the public

Special Physical Requirements:

- Ability to stand, walk, bend, crawl, climb, reach overhead, crouch, kneel, balance, push, grip, and pull
- Safely lift and carry items weighing up to 50 pounds
- Ability to work safely in confined spaces and uneven surfaces
- Ability to perform all of the above in extreme temperatures and adverse weather conditions

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency. College semester units or equivalent quarter units from a recognized college or university in the areas of architecture, engineering, construction management, and construction technology are preferable.

Special:

Building/Construction Inspectors must possess and maintain certification as a Class 1, Class 2, or Class 3 General Inspector by the Division of the State Architect (D.S.A.).

Building/Construction Inspectors (Class 1) must possess and maintain certification as a Class 1 General Inspector by the Division of State Architect (D.S.A.).

A valid driver's license to legally operate a motor vehicle in the State of California and use of a motor vehicle.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Requirements are representative of the minimum level of knowledge, skill and/or abilities. Management retains the discretion to add or change typical duties of the position at any time.

Revised
06-09-14
RGK

Updated
04-21-25
Transportation
Language Only