

EARTHWORK AND PAVING INSPECTOR

DEFINITION

Inspects school ground and school site improvements for compliance with plans, specifications, contract documents, and applicable State and local ordinances, codes, and regulations.

TYPICAL DUTIES

Inspects contract work related to school ground and school site improvements and maintenance including grading, soil compaction and density tests, and installations such as paving, underground utilities, walls, fencing, curbs, sidewalks, and gutters.

Inspects materials and quality of work to ensure compliance with drawings and specifications.

Obtains decisions as to the interpretation of contract documents upon the request of contractors or other interested parties.

Advises engineers and architects regarding irregularities in materials, quality of work, or installations.

Maintains a complete record of the work performed and the equipment used by a contractor on a ground improvement project.

Maintains a daily log for administrative purposes.

Prepares progress reports and verifies ground improvement projects.

Submits field data for use in the preparation of school ground improvement specifications.

Reviews the surveying, staking, and flow lines for contract compliance.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Earthwork and Paving Inspector inspects ground and site improvements for compliance with plans, specifications, contract documents, and applicable State and local ordinances, codes, and regulations.

A Building/Construction Inspector represents the District at construction sites and performs continuous inspection of construction materials, methods, and work quality and monitors construction work for compliance with plans, specifications, and regulations.

Other specialized inspectors represent the District in the inspection of materials and work quality provided by contractors relative to their designated areas of specialization.

SUPERVISION

General supervision is received from a Supervising Building/Construction Inspector. No supervision is exercised.

CLASS QUALIFICATIONS

Knowledge of:

Standard practices, processes, and materials of construction work involving paving, grading, earth compaction, fencing, retaining walls, and curbsings
Methods and practices pertaining to the inspection of pertinent types of construction work
Soil mechanics and testing
Properties of concrete, masonry and asphalt

Ability to:

Interpret contract documents and specifications for school ground and school site improvements and to detect and report deviations by inspection from the contract documents
Prepare accurate records and reports
Work effectively with architects, engineers, school personnel, contractors, representatives of other public jurisdictions, and the public

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency.

Experience:

Three years of professional craft level or professional inspection experience in construction of asphalt or concrete paving, earth moving, and fill compaction. Civil engineering experience or training in the civil engineering field from a recognized college or university may be substituted for up to two years of the required experience on a year-for-year basis.

Special:

A valid California Driver License.
Use of an automobile.
A license by the California State License Board as a C-12 Earthwork and Paving Contractor is preferable.

The class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and /or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

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