

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 5316 **TITLE:** COMBINATION INSPECTOR **GRADE:** S-20

DEFINITION:

Under general supervision, performs multidisciplinary inspections involving the application of residential mechanical, electrical, gas, plumbing and building construction codes, ordinances and regulations, exercising considerable judgment and initiative; OR performs multidisciplinary inspections involving the application of commercial mechanical, electrical, gas, plumbing and building construction codes, ordinances and regulations, exercising considerable judgment and initiative; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

The Combination Inspector differs from the Master Combination Inspector in that the Combination Inspector inspects **either** residential or non-structural elements of commercial buildings, and possesses the certifications required to perform those inspections, whereas the Master Combination Inspector inspects **both** residential and non-structural elements of commercial buildings, and possesses the nine certifications required to perform those inspections.

ILLUSTRATIVE DUTIES:

(The illustrative duties listed in this specification are representative of the class but are not an all inclusive list. A complete list of position duties and unique physical requirements can be found in the position description.)

Inspection

- Conducts residential mechanical, electrical, plumbing and building construction inspections relative to applicable codes, or conducts commercial mechanical, electrical, and plumbing inspections relative to applicable codes to ensure that construction conforms to the approved plans and permits;
- Inspects contractor's field operations for compliance with the Virginia Occupational Safety and Health Act (VOSHA), notifies them of any safety hazards, reports offending parties, and notes violations and corrective action needed or taken;
- Inspects water supply connections in commercial or residential buildings for unprotected cross connections to ensure the proper backflow prevention devices are installed to prevent contamination of the domestic water supply.
- Performs emergency inspections, as required and investigates damaged structures to determine extent of damage, if structure is safe to occupy and what plans/permits are required for reconstruction and performs FEMA damage assessments;

Enforcement

- Prepares documentation related to the outcome of inspections and records inspection results in County database;
- Prepares and issues Notice of Violations, Stop Work Orders, Corrective Work Orders, Unsafe structures reports, memoranda and other correspondence and initiates corrective procedures to obtain voluntary compliance;
- Testifies in civil and criminal court proceedings and in appeals hearings;

- Responds to complaints regarding new construction, unpermitted construction and existing structures; investigates, researches and analyzes the code complaint to determine its merits, reports the findings, and requires corrective action when necessary;
- Coordinates all enforcement efforts with other County agencies and branches, as appropriate;
- Placards unsafe structures which are dangerous to life, health, and safety of occupants and the general public;
- Serves as a technical assistant to the Building Official.

Plan Review

- Examines and interprets plans for the proper installation of mechanical, electrical, plumbing and building equipment, and approves minor changes to plans in the field or requires plans to be revised and resubmitted for approval as appropriate.
- Examines and interprets plans for compliance with the American Disabilities Act (ADA);

Communication/Public Interface

- Meets with homeowners, developers, engineers, contractors and interested citizens to provide information and answer questions about County development regulations applicable to commercial or residential construction;
- Appears at civic association meetings to present material on permit, plan and inspection requirements to help educate citizens on the Code and emphasize life safety matters;
- Researches and investigates the applicability of new products and applications to be used in field situations and communicates results to colleagues;

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

(The knowledge, skills and abilities listed in this specification are representative of the class but are not an all inclusive list.)

Considerable knowledge of the theories and practices of the National and State mechanical, electrical, plumbing, gas and building codes, local ordinances, and regulations;

Considerable knowledge of the equipment, materials and methods used in the repair and/or construction of residential or commercial buildings;

Knowledge of the American National Standard for Handicap Accessibility, ADA

Ability to read and interpret mechanical, electrical, plumbing, gas and building plans, specifications, blueprints, drawings, regulations, legal documents, and maps;

Ability to interpret a variety of codes and keep abreast of code modifications, code updates, new technology, materials and installations;

Ability to use personal computers/lap top software and access centralized information systems to retrieve and enter data;

Ability to maintain effective, courteous relationships with builders, contractors, the public and fellow employees, and communicate effectively with a diverse community;

Ability to communicate clearly and concisely, both orally and in writing, and to properly articulate the necessary action to clear a violation;

Ability to serve as an expert witness;

Ability to analyze and resolve field problems;

Ability to use sound judgment in making independent decisions;

Ability to work with and train new personnel;

Ability to work outdoors in extreme weather.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following:
Graduation from high school or a G.E.D. issued by a state department of education; PLUS
Four years of residential construction and/or inspection experience for positions assigned to residential inspections OR
Four years of commercial construction and/or inspection experience for positions assigned to commercial inspections.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's license.

Certification by the Virginia Department of Housing and Community Development (VDHCD) in all of the following in either the Commercial Inspectors group OR the Residential Inspectors group within one year of appointment date:

Commercial Combination Inspectors:

Electrical Inspector General
Mechanical Inspector General
Plumbing Inspector General

Residential Combination Inspectors:

Building Inspector One and Two Family Dwelling
Electrical Inspector One and Two Family Dwelling
Mechanical Inspector One and Two Family Dwelling
Plumbing Inspector One and Two Family Dwelling

NECESSARY SPECIAL REQUIREMENTS:

Subject to 24 hour call back and must, therefore, be able to work emergency overtime.
Subject to working in adverse weather conditions.
Certification in one or more of the following is required within one year of appointment for certain positions as identified to the Department of Human Resources:

Basic Instructor certification issued by VDHCD
Advanced Instructor certification issued by VDHCD
Fire Protection Plans Reviewer certification issued by VDHCD
Building Plans Reviewer certification issued by VDHCD
Residential Building Plans Examiner certification issued by VDHCD
Plumbing Plans Reviewer certification issued by VDHCD
Electrical Plans Reviewer certification issued by VDHCD
Mechanical Plans Reviewer certification issued by VDHCD
Certified Building Maintenance Inspector certification issued by VDHCD
Amusement Device Inspector certification issued by VDHCD
Residential Energy Inspector/Plans Examiner certification issued by the International Code Council (ICC)
Accessibility Inspector and Plans Examiner certification issued by the ICC.

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