

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 5336

**TITLE:** ELECTRICAL INSPECTOR

**GRADE:** S-15

**DEFINITION:**

Under close supervision, performs standardized field inspections of average difficulty involving electrical inspection work; provides routine field assistance to higher-level inspectors; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

This is the entry class for Electrical Inspectors. Work is performed under close supervision, with specific guidelines and instructions during the initial learning period. After the initial learning period, routine duties are performed under general supervision. An incumbent in this class receives on-the-job training for at least one year, during which he/she is expected to acquire the knowledge, skills and abilities of a journey-level Senior Electrical Inspector. After a minimum of one year, if the incumbent demonstrates journey-level knowledge, skills and abilities, he/she can progress non-competitively to the Senior Electrical Inspector level.

**ILLUSTRATIVE DUTIES:**

Assists with the inspection of all types of electrical installations for compliance with applicable electrical codes;

Determines if electrical installations are completed in accordance with the approved plans;

Prepares and maintains records of completed inspections;

May assist with the examination and analysis of construction plans prior to the issuance of permits;

May be assigned to issue permits when plans have been certified as having met all the requirements;

Investigates complaints and recommends corrective action, when appropriate;

Provides information to interested parties;

Attends meetings and conferences;

Prepares reports and composes correspondence.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of various types of electrical installations;

Knowledge of applicable electrical codes and regulations;

Ability to read and interpret plans and specifications;

Ability to use sound judgment in making independent decisions;

Ability to prepare clear and factual reports;

Ability to maintain effective relationships with the public and fellow employees;

Ability to follow oral and written instructions.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to the following:

High school graduation or a G.E.D. issued by a state department of education; PLUS

Two years of experience as a journey-level electrician.

**CERTIFICATES AND LICENSES REQUIRED:**

Possession of a valid Motor Vehicle Driver's License.

**SPECIAL REQUIREMENT:**

Color perception adequate to distinguish colors of electrical wiring and utility locate marks.

REVISED: April 25, 1997