

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title	Senior Street and Sewer <u>Construction Inspector</u>
Sch & Grade	<u>PAT-9</u>
Class Code	<u>CB92</u>
FLSA Status	<u>Non-Exempt</u>
Bargain Unit Elig.	<u>AFSCME</u>
Occupational Group	<u>Engineering support</u>

PRIMARY PURPOSE:

Inspects a variety of public works construction projects performed under contract with the City to insure compliance with plans and specifications.

SUPERVISION:

Under the general supervision.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Insures that proper safety standards are maintained to protect pedestrians and vehicular traffic while inspecting a variety of street, sewer and other construction projects.
2. Interprets plans and specifications to contractors;
3. Determines progress, workmanship and character of the construction work;
4. Inspects contractor records;
5. Inspects work continuously and at all stages to insure conformity with plans and designs;
6. Inspects drainage installations, subgrades, grades and lines, expansion joint installations and the curing and finishing of concrete and various surfacing materials; conducts field tests on concrete, asphalts and soils to control quality of construction; inspects and examines the weight, quantity and quality of materials for conformity with established requirements and specifications;
7. Identifies unsuitable materials and defective work;
8. Takes samples of cements, concrete, sand, gravel, steel, paint, oil, asphalt, and other materials in order to make routine and standard tests;
9. Insures successful completion of the work by conducting operating tests and inspects cleaning up;
10. Gathers data to be used in compilation of official reports on engineering estimates;
11. Performs minor drafting work in connection with making sketches on semi-detailed maps;
12. Supervises assigned personnel in the inspection and repair of street openings;
13. Keeps records and makes required reports.
14. Performs laboratory tests on construction materials.

IMPORTANT FUNCTIONS:

1. Operates office administration equipment such as copiers, computers, fax machines, etc. as necessary.
2. Attends conferences, workshops, seminars, and other training for professional development purposes.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Knowledge of mathematics as it applies to construction work; knowledge of the principles, practices and methods used in drafting.

Abilities

Follow oral and written instructions; communicate effectively both verbally and in writing; deal effectively and courteously with associates and the general public; perform the essential functions of the job without posing a direct threat to the health and safety of others. Ability to read and interpret routine engineering designs and specifications and to understand and follow complex oral and written instructions; ability to deal effectively and courteously with associates and the general public; ability to keep inspectional records and to make reports; a working knowledge of the methods, materials, practices and techniques involved in public works construction projects; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of the team in carrying out the City’s stated mission and philosophy.

Experience, Education, and Training

A Bachelor’s Degree in industrial technology with emphasis in construction, surveying, drafting and design, or a related field plus three years of experience in streets, sanitary sewers or storm sewers construction, evaluation, material sampling, repair, rehabilitation, or inspection. Directly related work experience may be substituted for the formal education requirement on a year-for-year basis.

Physical Requirements

Performs bending, squatting, kneeling, sorting, and reaching to both ground level and overhead; lifts and carries up to 100 pounds and/or push and pull up to 150 pounds; climbs ladders and stairs necessary to get in and out of construction and rehabilitation areas being inspected; holds and grips objects; subject to working in awkward positions and periods of prolonged walking or standing; ability to enter and exit confined spaces; ability to operate a computer keyboard and mouse.

Working Environment

Both indoor and outdoor working environments with exposure to a variety of extreme weather, outdoor, and confined space conditions which includes exposure to dust, gases, strong odors, smoke and pollen; subject to working in cramped spaces, poor lighting and poor ventilation.

Licensing/Certification

Must possess a valid Missouri Motor Vehicle Operator's License.

Miscellaneous Requirements

None required.

Last Revision:	February 16, 2012	GENERAL ORDINANCE NO. 5188
Comments:	Updated Abilities	Date: June 3, 2002

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.	
Signed: _____	Date: _____