

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title	Street and Sewer <u>Construction Inspector</u>
Sch & Grade	<u>PAT-7</u>
Class Code	<u>CB91</u>
FLSA Status	<u>Non-Exempt (2)</u>
Bargain Unit Elig.	<u>AFSCME</u>
Occupational Group	<u>Engineering support</u>

PRIMARY PURPOSE:

Inspects a variety of public works construction and rehabilitation projects to ensure compliance with plans and specifications.

SUPERVISION:

Under general supervision.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Inspects a variety of street, sewer, and other public works construction and rehabilitation projects at all stages, including contractor's records, to ensure conformity with plans and designs.
2. Inspects drainage installations, subgrades, grades and lines, manhole and pipe rehabilitation, expansion joint installations and the curing and finishing of concrete and various surfacing materials.
3. Insures that proper safety standards are maintained to protect personal and public property, personnel, pedestrians and vehicular traffic while inspecting a variety of projects.
4. Determines general progress, workmanship and character of the construction and rehabilitation work and identifies defective work.
5. Reads and understands engineering designs and specifications.
6. Takes samples and utilizes necessary construction test equipment to conduct field tests on concrete, asphalt, sanitary sewer pipe and manhole liner materials, soil, etc. for inspection purposes to control quality of construction and identify unsuitable materials.
7. Inspects and examines the weight, quantity, and quality of materials for conformity with established requirements and specifications.
8. Ensures successful completion of the construction and rehabilitation work by reviewing and verifying acceptance tests and inspection documentation.
9. Drives to a variety of work sites to perform inspection duties.
10. Maintains records and prepares required reports including gathering data to be used in compilation of official reports on engineering estimates.
11. Provides information to citizens, plumbers, utility locators, etc.
12. Assists in the review and development of sanitary sewer construction, inspection, repair and rehabilitation contract documents, techniques and specifications.

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

Methods, materials, practices and techniques involved in public works construction and sewer rehabilitation projects; test equipment utilized for construction and/or rehabilitation inspection and/or techniques of testing soils, concrete, asphaltic, cementitious and chemical grouts, sanitary sewer pipe and manhole, construction and rehabilitation materials; surveying practices and techniques; math as it applies to construction and rehabilitation work. Sanitary sewer evaluation for I & I reduction, materials, construction, inspection, maintenance, rehabilitation, testing, specifications and standards.

Abilities

Accurately inspect a variety of construction projects; read and interpret engineering designs and specifications; conduct appropriate field tests; understand and follow oral and written instructions; maintain inspection records and prepare necessary reports; deal effectively and courteously with associates, contractors, other local, state or federal agencies and the general public; communicate effectively both verbally and in writing; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of a team in carrying out the City’s stated mission and philosophy; perform the essential functions of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

Two years of college or vocational and technical training 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. Preference will be given to experience directly related to program area for current vacancy.

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

Must be able to provide a reliable means of transportation to and from construction, inspection and testing sites; if operating a personal vehicle for purposed of completing job duties, must possess required insurance (mileage reimbursement is provided).

Last Revision:	February 21, 2012	GENERAL ORDINANCE NO. 5199
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:** _____