

# PLUMBING INSPECTOR

Recruitment #1509-2568-001

**List Type** Original

**Requesting Department** Dept. of Neighborhood Services

**Open Date** 12/18/2015

**Filing Deadline** 1/19/2016 11:59:00 PM

**HR Analyst** Lindsey O'Connor

## INTRODUCTION

### *What Milwaukee can offer YOU*

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big-city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities and great restaurants.

The City of Milwaukee offers a collaborative, positive work environment where each employee contributes to making the city the best place possible to live and work. The City offers a comprehensive benefits package, including a top rated pension plan, health and dental benefits, paid time off including vacation, 11 holidays and sick leave accrual, and much more.

## PURPOSE

The Plumbing Inspector ensures the safety of water services to the public by conducting inspections of private and public premises, including residential, governmental, commercial and industrial premises to verify compliance with City and State Plumbing codes.

## ESSENTIAL FUNCTIONS

- Research the Wisconsin Administrative Code of the Department of Commerce, and the Milwaukee Code of Ordinance for determining compliance of plumbing and drainage installations.
- Inspect all plumbing and drainage installations and witnessing all required system tests.
- Conduct inspections to ensure compliance with plumbing codes for occupancy certificates.
- Conduct periodic inspections of sprinkler and chemical fire suppression systems.
- Investigate and resolve referrals and service requests from citizens, alderman, and other departments.
- Identify faulty or inadequate construction methods, or code violations, during on-site inspections.
- Draft and send to owners legally enforceable orders to correct conditions in cases of noncompliance.
- Explain code violations and other issues to owners of buildings or businesses, and to professionals.
- Advise owners, journey-level and/or master plumber contractors, builders, architects or other personnel on modifications required to make an installation compliant with current regulations.

## **Plumbing Inspector (Dept of Neighborhood Services)**

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- Prepare and testify in municipal court against owners of buildings for failure to correct violations of the code.
- Prepare and testify at the Standards and Appeals Commission meetings for orders that are appealed.
- Maintain accurate records of inspections including detailed reports on complaints and rejections.
- Conduct inspections to ensure compliance with plumbing codes for cross sections.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.*

### **MINIMUM REQUIREMENTS**

- Three years of experience as a licensed journey-level plumber or licensed master plumber and a current State of Wisconsin license. License must be shown at the time of appointment.
- Must become certified by the Wisconsin Department of Commerce as a Commercial Plumbing Inspector within six months of appointment.
- Valid driver's license at time of appointment and throughout employment.

### **DESIRABLE QUALIFICATIONS**

- Certification by the Wisconsin Department of Commerce as a Commercial Plumbing Inspector.

### **KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS**

- Knowledge of Plumbing construction practices and techniques. Knowledge of standard plumbing procedures.
- Knowledge of the Wisconsin State plumbing code at the journeyman level.
- Knowledge of plumbing construction practices and techniques such as codes, methods, materials, and tests.
- Knowledge of how to install/replace plumbing equipment and fixtures and water services and sewer services from lot line to fixtures and stack terminals inside buildings.
- Knowledge of how to repair/maintain plumbing equipment and fixtures, water and sewer services from lot line to fixtures and stack terminals inside buildings, storm sewers, conductors, roof terminals, closet and urinal flush valves, swimming pool components, solenoid valves, thermostatic gang shower mixers.
- Knowledge of how to service low pressure gas piping and kitchen gas appliances.
- Knowledge of safe working practices.
- Knowledge of inspection methods for plumbing.
- Knowledge of cross connection prevention practices.
- Interpersonal skills to develop and maintain effective relationships with: the public, elected officials, skilled trades people, co-workers and management.
- Analytical skills to review information and come to conclusions regarding the information.
- Oral communication skills to effectively communicate with diverse individuals.
- Skill in reading and interpreting technical document such as plans, specifications, backflow information, codes, and ordinances.

- Written communications skills to create effective inspection documents and reports using computer software.
- Assertiveness skills to effectively communicate plumbing code violations to homeowners and contractors.
- Skill in identifying violations of all applicable plumbing codes.
- Skill in preparing analytical reports on compliance with standards and codes.
- Ability to climb ladders, climb stairs, stop, bend, and move objects weighing up to 50 lbs.
- Ability to transport job-related tools and equipment to the inspection site.
- Ability to drive a city-owned vehicle between inspection sites throughout the City.
- Ability to use tools and devices closely related to plumbing inspection such as flashlights, tape measure, and computer.
- Ability to make technically sound decisions independently.
- Ability to communicate diplomatically with the public, elected officials, skilled trades people, co-workers, managers
- Ability to maintain detailed records.
- Ability to work in all weather conditions.
- Ability to manage multiple priorities at the same time.

### **CURRENT SALARY**

SALARY (2GN) The starting salary for City of Milwaukee residents is \$63,569 and for non-residents is \$62,009. Appointment up to \$76,806 for residents and \$74,922 for non-residents may be possible based on specific criteria outlined in the career ladder. See the City's website for details about the career ladder. <http://city.milwaukee.gov/DER/Compensation/CLT>

### **SELECTION PROCESS**

The selection process will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

**INITIAL FILING DATE** - The examination will be held as soon as practical after **January 19, 2016**.

Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

- *NOTE: The City's residency requirement set forth in City Charter 5-02 is under litigation. Even though the City is legally able to enforce the current residency requirements based on a recent Wisconsin Court of Appeals decision, the City has agreed to continue to suspend enforcement of the ordinance until the Wisconsin Supreme Court issues a final decision. If the Wisconsin Supreme Court affirms the Court of Appeals decision, the City intends to fully enforce the residency requirement for all employees. Consequently, employees who disregard the requirements of the ordinance do so at their own risk. Applicants for City of Milwaukee positions should understand the City's commitment to its residency requirement. During this period of uncertainty it is important to take that into account when submitting an application and more importantly when deciding to accept an employment offer. Please contact (414) 286-3751 if you have questions regarding your individual circumstances as part of the application and/or selection process.*