

BUILDING CONSTRUCTION INSPECTOR

Recruitment #2107-2507DC-001

List Type	Original
Requesting Department	DEPT OF NEIGHBORHOOD SRVCS
Open Date	7/19/2021 5:15:00 PM
Filing Deadline	8/13/2021 11:59:00 PM
HR Analyst	Marti Cargile

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INTRODUCTION

Don't miss out on this opportunity to put your professional inspection experience to work in this rewarding position making the City of Milwaukee a safer place to live and work! Join our team of inspectors in the Department of Neighborhood Services (DNS), whose mission "protects the value of investments in neighborhoods and commercial properties and supports community goals of building safe and healthy neighborhoods and increasing investment and economic vitality throughout the City."



The City of Milwaukee is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being a part of an inclusive team of public servants, please consider the following opportunity.

PURPOSE

The Building Construction Inspector evaluates City of Milwaukee structures to make certain that they comply with State codes and City ordinances.

ESSENTIAL FUNCTIONS

INSPECTION / CODE COMPLIANCE DUTIES

- Research commercial building codes, UDC codes, and ordinances in order to determine compliance.
- Investigate and resolve referrals and service requests from citizens, alderpersons, 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.

- Inspect structures for occupancy based on the desired use and occupancy classification and issue orders to correct conditions where non-compliance exists.
- Advise owners or professionals on how to correct violations or construction-related problems.
- Inspect structures during construction, remodeling, or repair to ensure compliance with codes.
- Inspect vacant buildings that are dilapidated, fire damaged, or in such disrepair as to be dangerous and unfit for human habitation for possible condemnation action.
- Inspect condemned structures allowed to be repaired during remodeling to ensure compliance with codes.
- Inspect demolition sites to ensure compliance with codes.

PROFESSIONAL RESPONSIBILITIES

- Perform plan reviews for accessory structures, one and two family dwellings, and commercial buildings.
- Testify in municipal court against owners of buildings for failure to correct violations of codes.
- Prepare and testify at Standards and Appeals Commission and Circuit Court for condemnation orders that are appealed.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

The Building Construction Inspector must be willing and able to do the following:

- Perform physical activities that require walking, standing, climbing, crawling, crouching, stooping, kneeling, reaching, balancing, pushing, and pulling.
- Exert up to 50 lbs. of force occasionally, and lift and move objects weighing 10-20 lbs. frequently.
- As needed, work outdoors in all types of weather conditions.
- Tolerate various environmental conditions indoors and out (e.g., noise, vibration, dirt, oil, and pollen).
- Wear approved clothing, and maintain this clothing to comply with the departmental dress code.

MINIMUM REQUIREMENTS

1. Five years of experience as a certified building construction inspector, journey-level carpenter, journey-level mason, journey-level steamfitter, journey-level sheet metal worker, construction superintendent, or contractor.

---OR---

2. A bachelor's degree in architecture, engineering, building construction, or a closely related field from an accredited college or university **PLUS** one year of experience in building construction or a comparable field.

---OR---

3. An associate degree in architecture, engineering, building construction or a related field from an accredited college or university **PLUS** three years of experience in building construction or a comparable field.

Equivalent combinations of education and experience may also be considered.

NOTE: Code enforcement experience will be considered only for the timeframe it is accompanied by Wisconsin Department of Commerce certification as a Commercial Building Inspector and UDC-Construction Inspector, to a maximum of three years of the required experience.

4. Certification by the Wisconsin Department of Commerce as a Commercial Building Inspector, UDC-Construction Inspector, and HVAC Inspector of 1- and 2-family dwellings within six months of appointment.

5. Valid driver's license and availability of a properly insured personal automobile for use on the job (*mileage reimbursement provided pursuant to Section 350-183 of the Milwaukee Code*) at time of appointment and throughout employment.

IMPORTANT NOTE: To receive credit for college, college transcripts are required and must be received by the application period closing date. Transcripts should be attached to your online application or sent via email to staffinginfo@milwaukee.gov. Applications without transcripts attached will be considered incomplete and may be rejected. Student/unofficial copies are acceptable; however, your transcript must be legible and include your college name, your name, the degree completed (if applicable), and the date completed.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

TECHNICAL

- Knowledge of building construction practices and techniques.
- Knowledge of mechanical and structural concepts as they apply to buildings.
- Knowledge of inspection methods and materials used in building construction projects.
- Knowledge of proper safety practices related to building structures and building construction.
- Ability to recognize violations of applicable building and zoning codes.
- Ability to read and interpret complex work-related documents.
- Skill in reading and interpreting working drawings, plans, blueprints, and specifications.
- Skill in preparing analytical reports on compliance with standards and codes.
- Ability to review plans to ensure the design complies with the building and zoning codes.
- Ability to perform inspections to ensure code compliance.
- Ability to understand and perform complex calculations to determine measurements as they apply to buildings.

COMMUNICATION AND INTERPERSONAL

- Ability to communicate effectively verbally and in writing with owners, contractors, and public officials.
- Ability to establish and maintain good interpersonal relationships.
- Ability to work cooperatively and fairly with others whose backgrounds may differ from one's own.
- Customer service knowledge and skills to serve the public in a positive manner.

CRITICAL THINKING AND PROFESSIONALISM

- Ability to maintain accurate and detailed records.
- Skill in planning and organizing work to be able to complete projects within deadlines.
- Ability to be flexible, open to change, and calm under pressure.
- Honesty and integrity.
- Commitment to professional development in building construction and code enforcement.

CURRENT SALARY

The current salary range (2HN) is \$63,569-\$76,806 annually, and the resident incentive salary range for City of Milwaukee residents is \$65,476-\$79,110. Appointment will be made in accordance with the City of Milwaukee Salary Ordinance.

The City of Milwaukee provides a comprehensive benefit program that includes the following:

- *Defined Benefit Pension Plan*
- *457 Deferred Compensation Plan*
- *Health and Dental Insurance*
- *Comprehensive Wellness Program*
- *Onsite Clinic Services*
- *Onsite Employee Assistance Program*
- *Alternative Work Schedules*
- *Long Term Disability Insurance*
- *Group Life Insurance*

- *Tuition Benefits*
- *Paid Vacation*
- *11 Paid Holidays*
- *Paid Sick Leave and other paid leaves*
- *Flexible Spending Arrangement*
- *Commuter Value Pass*

For full details of the benefits offered by the City of Milwaukee, please visit <http://city.milwaukee.gov/Benefits>.

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 and the Department of City Development reserve 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 **Friday, August 13, 2021**. 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.

ADDITIONAL INFORMATION

- Applications and further information may be accessed by visiting www.jobapscloud.com/MIL.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

CONCLUSION

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The City of Milwaukee values and encourages diversity and is an equal opportunity employer.