

**CITY OF CARLSBAD
CLASS SPECIFICATION**

JOB TITLE: SENIOR CONSTRUCTION INSPECTOR

DEPARTMENT: ENGINEERING

BASIC FUNCTION:

Under general supervision, to perform highly responsible construction coordination and inspection work involving public works construction projects; and to do related work as assigned.

DISTINGUISHING CHARACTERISTICS:

This is responsible, journey level work involving construction coordination, design and construction contract management, and on-site field inspection work for a wide variety of public and private sector projects. The work involves a high degree of day-to-day contact with architects, engineers, general contractors and construction trade specialists to assure that public facilities are constructed in accordance with engineering standards, and city codes and policies. Senior Construction Inspectors are distinguished from the lower level class of Construction Inspector in that the Senior Construction Inspector is assigned a higher level of responsibility involving design and construction contract compliance work. The Senior Construction Inspector will also be responsible for the coordination, assignment and supervision of construction inspectors and others as assigned.

KEY RESPONSIBILITIES:

Supervise, plan and participate in conducting special and routine inspections of private and public construction projects inspecting materials and workmanship to assure compliance with approved plans and specifications; inspect conditions prior to the start of construction, during construction and upon completion.

Assist contractors and engineers in the review and interpretation of plans and specifications for public facility construction projects.

Assign, supervise and coordinate the work of construction inspectors and others as assigned in contract compliance and construction inspection work.

Assist in the review of progress payment billings and the assignment of progress payment expenditures to the proper account code.

Perform a wide variety of general record keeping and statistical report preparation work related to public facility construction projects.

Assist in the preparation of construction progress status reports as assigned.

Check rough and finish grading; installation of sewer, water and storm drain lines, streets, curbs, gutters, and other facilities.

Inspect forms and subgrades prior to asphalt paving and concrete pouring.

Inspect offsite irrigation and landscape systems.

Conduct inspections of abandoned wells, septic tanks and other facilities.

Note corrections and issue notices requiring modifications to work in progress.

Maintain log books and other records of inspection work.

REPORTING RELATIONSHIPS:

This position reports to the Principal Construction Inspector and supervises lower level inspectors.

DESIRABLE QUALIFICATIONS:

Knowledge of:

- Fundamentals of civil engineering.
- Design and construction bid documents, plans, specification and contracts.
- Procedures for estimating construction cost.
- Proper construction techniques and use of materials.
- Applicable state, federal, and local codes and regulations.
- City procedures for the conduct of inspections, reporting of deficiencies and notice of corrections to be made.

Ability to:

- Read and understand engineering plans, specifications, bid documents, and contracts.
- Properly and thoroughly inspect workmanship and materials.
- Prepare and verify estimates of construction cost.
- Supervise, plan and participate in highly responsible construction coordination inspection work.
- Determine the status of construction work and verify adherence to contractual obligations.
- Understand and carry out oral and written instructions.
- Make proper field decisions and interpretations.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Effectively supervise, train and evaluate assigned staff.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience that could likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Five years experience leading to a broad knowledge of skilled public works construction and maintenance work, or two years experience performing duties similar to those assigned to the Construction Inspector class.

Equivalent to completion of the twelfth grade supplemented by specialized training in public works engineering and skilled construction abilities.

SPECIAL REQUIREMENTS:

Possession of a valid California Driver's License.

PHYSICAL STANDARDS:

This position requires frequent exposure to the weather and requires the ability to conduct duties in areas of unstable footing.

DATE APPROVED: July 17, 2002