

**CITY OF MANHATTAN BEACH**  
**SENIOR BUILDING INSPECTOR**

**MAY 2001**

**DEFINITION:**

Under direction of a Principal Building Inspector or higher, inspect buildings and structures to ensure that construction or alteration work is being done in accordance with approved plans and applicable code provisions and do related work as required.

**ESSENTIAL JOB FUNCTIONS:**

The listed tasks are essential for this position and may include, but are not limited to the following: Inspect buildings and structures that are being constructed, altered, moved, or demolished to ensure that work being done complies with provisions of the building, plumbing, mechanical, electrical, and related codes and ordinances; determine whether or not inspected work is being constructed in a safe manner in accordance with approved plans and specifications; inspect the quality of materials and methods of construction for footings, foundations, excavations, concrete work, framing, lathing, plastering, masonry and other construction phases; inspect existing buildings to determine hazardous conditions; provide information to builders, architects, and the general public regarding building code and ordinance requirements; check plans to assure compliance with applicable regulations and investigate reports of violations and issues of stop-work orders and citation notices when necessary; keep records of inspections made and actions taken. May be required to work shifts, weekends, and/or holidays.

**QUALIFICATIONS:**

**Training and Experience:** Requires a high school diploma or G.E.D. and four years of construction inspection experience of which two years must be in primary building trades of carpentry, plumbing, or electrical inspection or construction. Must have a valid California "C" driver's license at the time of employment. Certifications by the International Conference of Building Officials or by another model code organization as a Building Inspector and a Combination Dwelling Inspector are preferred. Said certifications will be required within two years from date of hire.

**Knowledge, Skills, and Abilities:** Must have knowledge of: pertinent building, plumbing, mechanical, electrical, zoning codes and ordinances; proper construction methods; and General Safety Orders. Requires the ability to: read, understand and correctly interpret technical codes and ordinances, building construction plans and specifications; maintain records and prepare progress reports; work effectively and cooperatively with others.

**PHYSICAL DEMANDS AND WORKING CONDITIONS:**

While performing the duties of this job, the employee travels to specific locations, frequently lifts and/or moves up to 35 pounds; is frequently required to talk, hear, stand, walk, crawl, stoop, and climb ladders. The employee works outdoors and will be exposed to variable weather conditions. Specific vision abilities required include close, distance, depth perception, and the ability to adjust focus.