

## **Building Inspector**

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**Starting Salary:** 23.84-29.63 Depending on Experience

**Opening Date:** 04/28/2021

**FLSA Status:** Non-Exempt

**Closing Date:** Until filled

Located in the Phoenix Metropolitan area, the Town of Cave Creek is a small but growing town with a Western vibe that provides an array of eclectic communities. Cave Creek offers one of the last free-flowing creeks with the Tonto National Forest in our backyard. We pride ourselves on being innovative, inclusive and dedicated to driving change. We are a community that is close-knit and passionate about our people, our businesses and our environment. Nestled in the Sonoran Desert Foothills the region offers 300 plus days of sunshine a year. If you are looking for a place where the people are engaged and willing to do whatever it takes to succeed the Town Cave Creek is the place for you!!!

At the Town of Cave Creek, you will be a part of an organization that values its employees as its greatest asset. You will become part of a dedicated team of professionals that are committed to build and maintain a highly engaged workforce. You'll be a member of our highly respected building department team with a full complement of resources to support you and exciting projects to keep you challenged.

**Position Purpose:** Under supervision of Building Official performs technical building and fire inspections and plans examining work to enforce compliance with building codes, regulations and ordinances; research new construction materials and methods; reviews plans for compliance with city, state, and federal rules and regulations; and provides information to and works with the public to resolve problems.

### **ESSENTIAL FUNCTIONS AND ABILITIES**

- Make field inspections of light commercial and residential buildings during various stages of construction and remodeling to assure compliance with applicable codes and regulations of the Town, Maricopa County, State of Arizona and U.S. government agencies.
- Perform complex inspection duties in trade specialties including plumbing, electrical, mechanical and structural.
- Ascertain conformance to building code, fire, mechanical, plumbing and electrical codes, and pertinent provisions of state and county health and environmental ordinances.
- Inspect concrete, masonry, wood framing, light gauge steel framing, drywall, plastering, plumbing, heating and electrical installations, and a large variety of other complex and routine building system elements.
- Check stud, joist, rafter spacing, lateral resistance elements, and other structural member factors.
- Examine grade, quality, and treatment of lumber, concrete, masonry and light gauge steel.

- Make field inspections for the Engineering Department for grading and drainage compliance to approve plans and inspect right-of-way permits for compliance with MAG standards.
- Assure proper and safe installations in routine and complex building systems.
- Confer with architects, contractors, builders, and the general public in the field and office.
- Explain and interpret requirements and restrictions.
- Keep records and prepare reports in a computerized software system.
- Coordinate inspection activities with other Town departments and divisions.
- Make field reviews of plans and specifications.
- Assist in zoning and general land use and code enforcement inspection work as assigned.
- Perform other related work as assigned.

### **SUPERVISION - RESPONSIBILITY FOR THE WORK OF OTHERS**

- This position has no supervisory responsibilities.

### **Minimum Qualifications:**

- High School Diploma or equivalent.
- Minimum two (2) years of experience in the building construction field as a journey-level plumber, electrician, carpenter, or related craftsperson.
- Additional specialized training in the building trades or a related field is desirable. Preference is given to individuals with the International Code Council (I.C.C.) Combination Building Inspector Certification.

### **Application Process**

- Applicants must complete a Town Employment Application form. Resumes only are not acceptable but can be attached to the completed Employment Application. Application Forms are available at Human Resources, 37622 N. Cave Creek Road, Cave Creek, AZ. (480) 488-6612; or contact Ballen@cavecreekaz.gov to obtain a copy of the job posting and application by email.

**Selection Process:** Applications will be screened for the minimum qualifications and special requirements. Applicants meeting the minimum qualifications will be placed on an eligibility list. The hiring department will contact those candidates they wish to test and/or interview.

**Employment Policy:** Each applicant is considered solely on the basis of his/her qualifications as required for the position he/ she seeks. The Town does not discriminate based upon an applicant's political or religious opinions or affiliations, or because of his/ her race, creed, color, sex, national origin, age, disability, or marital status. A standard six-month probationary period must be served. The probationary period, however, may be extended depending on the incumbent's performance. Applications for current vacancies will only be accepted until the closing date specified.

**Immigration Reform Act Notice:** To conform with the Immigration Reform Act of 1986, the Town of Cave Creek must verify the right to work in the United States of every individual hired. In the event you are selected for employment, you will be required to provide the appropriate documents to the Personnel Department. Failure to provide these documents will result in termination.

It is our policy to provide individuals with disabilities an equal opportunity to participate in, and enjoy the benefits of our services, programs, and activities. In order for us to provide a suitable accommodation, we ask that you request the assistance desired by contacting the Town Manager's Office. We are here to assist you in any phase of the application process as well.

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