



COUNTY OF SANTA CLARA
INVITES APPLICATIONS FOR THE POSITION OF:

Senior Building Inspector - Plumbing

An Equal Opportunity Employer

SALARY

\$61.99 - \$61.99 Hourly \$4,958.80 - \$4,958.80 Biweekly \$10,744.07 - \$10,744.07 Monthly
\$128,928.80 - \$128,928.80 Annually

ISSUE DATE: 12/28/17

FINAL FILING DATE: 01/29/18. If the Final Filing Date states "Continuous", the application filing period may close any time after ten business days from the issue date of this job announcement if sufficient qualified applications have been received. Postmarks are not acceptable, therefore it is important to submit your application as soon as possible.

THE POSITION

Under general supervision, to supervise a phase of the inspection program -structural, electrical, plumbing, to supervise permit counter, to administer the violation program, render interpretation of the building codes, and to perform the more difficult or more specialized inspections.

The Santa Clara County Building Inspection Office currently has a vacancy for a Senior Building Inspector with a Plumbing trade background. Extensive experience in the application of the requirements of the California Energy Code is also highly desired. This class is the first line supervisor level in the Building Inspector series and includes performing plumbing inspections and/or plan reviews and related energy code reviews that are more difficult or specialized than those assigned to the journey level inspector. A successful candidate should have experience and familiarity with local, state and federal laws related to California Buildings Standard Code, enforcement, plumbing, and energy code plan review, permitting and inspection processes and building inspection office processes.

TYPICAL TASKS

- Assigns, evaluates and reviews the work of journeyman inspectors;
- Reviews and approves plans for buildings, structures, equipment installations, repairs, replacements and alterations for conformance to the applicable codes and ordinances in regards to his/her specific trade specialty;
- Issues permits and collects fees;
- Provides information to builders and the general public regarding requirements of codes and ordinances;
- Advises or assists inspectors regarding unusual construction and inspection problems;
- Attempts to resolve complaints or disagreements which may develop between the inspectors and others;
- Assist in the development, revision and interpretation of the provisions of the codes and ordinances, and in the planning and evaluation of the inspection program;
- Makes inspection of alleged violations and determines nature and extent of any violations;
- Provides general assistance to homeowners, builders, etc., regarding required action to correct a violation;
- Prepares and processes forms and records on the enforcement activities related to code violations, including issuing citations which may required court appearances and co-

ordination with the Court, District Attorneys Office, County Council, Sheriffs Office and/or other county agencies;

- Inspect complex buildings and structures to see that the construction, alteration or maintenance work being performed complies with the approved plans or specification and applicable and ordinances;
- Checks to see that the building or structures are being constructed in safe manner;
- Issues certificates of final inspection;
- Prepares work summaries, reports and correspondence
- Perform related work as required.
- May supervise and/or operate satellite offices and/or inspection program for specific geographical areas of the county.
- Develops and implements training programs for inspectors.
- Assists Building Official in interviewing and/or evaluating prospective employees. Supervises Building Inspection Office and staff in the absence of the Building Official and Senior Plan Check Engineer.

EMPLOYMENT STANDARDS

Certification from a recognized state, national or international association in the trade area. Training and experience equivalent to completion of high school and four years of journey level experience in the trade option announced in the examination.

-AND-

Two years of experience as a building inspector in a public agency.

Knowledge of:

- State, local and county building codes and ordinances with emphasis within the option listed in the examination;
- Building materials, means of construction and equipment installation;
- Inspection methods and legal procedures involved in the enforcement of building codes and ordinances;
- Principle of supervision and training.

Ability to:

- Understand and interpret codes and ordinances and explain them to others;
- Read and interpret complex plans and specifications;
- Supervise, train and direct the work of others;
- Develop and revise technical codes and ordinances;
- Deal tactfully and effectively with building contracts, tradesmen and the general public.

VETERANS PREFERENCE INFORMATION: Any veteran who has submitted a copy of their DD214 form, and received a discharge of other than dishonorable, from the armed forces showing service in any branch of the United States military will be given a preferential credit of five percent (ten percent for those identified as disabled veterans), after attaining a passing examination score for a numerically scored examination, as applicable by Memorandum of Understanding.

THE EXAMINATION PROCESS: The examination process may include one or more of the following: application review, application appraisal, preliminary competitive rating, performance test, written test, and/or oral interview examination.

This recruitment may require completion of Supplemental Questions in order to evaluate your education, training and experience relative to the required knowledge and abilities for the position you are applying for.

Your responses to the questions may also be reviewed and scored in a Competitive Rating evaluation process based on pre-determined rating criteria. Your answers should be as complete as possible, as no additional information will be accepted from applicants once the Competitive Rating evaluation has begun.

*New Hires shall be subject to a pre-employment criminal background check.

DISASTER SERVICE WORKERS: Under California law, all County employees are designated as Disaster Service Workers (DSW). In the event of a catastrophic event, County employees may be expected to fulfill emergency action assignments. As DSW's, they may be assigned to assist in any disaster service activity that promotes the protection of public health and safety and preservation of lives and property.

INFORMATION ON PERS CONTRIBUTION: For new members, salaries above a limitation imposed by federal law (that limit per IRS is \$118,775 for 2017): (1) neither the County nor the employee makes contributions to PERS on the portion of salary that exceeds the limit, and (2) the portion of the salary that exceeds the limit is not used by PERS to calculate the retirement benefit. If you were a member prior to January 1, 2013, the limit is \$270,000 for 2017.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.sccjobs.org/>

OR

70 W. Hedding Street, 8th Floor, East Wing
San Jose, CA 95110

EXAM #17-N04-A
SENIOR BUILDING INSPECTOR - PLUMBING
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Senior Building Inspector - Plumbing Supplemental Questionnaire

- * 1. Please answer the following questions. Completion of the following supplemental questions is REQUIRED for your application and is an integral part of the evaluation process. Initially, it will be used to determine minimum qualifications. For those applicants meeting the employment standards, this information will be critical in the subsequent competitive assessment to identify those candidates to be invited to continue in the examination process. Your responses to the questions may also be reviewed and scored in a Competitive Rating evaluation process based on pre-determined rating criteria. Your answers should be as complete as possible, as no additional information will be accepted from applicants once the Competitive Rating evaluation has begun. **Please include the name of employer, job title, dates of employment and number of hours worked per week for questions asking about your experience. A response of "see resume" or "see application" will deem your application incomplete. Vague, incomplete or non responsive answers could result in no or low scores in a competitive rating process.** Do you understand this requirement?

Yes No

- * 2. What is the highest level of education you have completed?

- High School or GED equivalent
 College (1 to 29 semester units / 1 to 44 quarter units)
 College (30 to 59 semester units / 45 to 89 quarter units)
 College (60 to 89 semester units / 90 to 134 quarter units)
 College (90 to 119 semester units / 135 to 179 quarter units)
 College (120 or more semester units / 180 or more quarter units)

- Associate's Degree
- Bachelor's Degree
- Master's Degree
- Doctoral Degree

- * 3. Describe your educational background from an accredited college or university. In your response include the name of the institution and/or apprenticeship in the specific trade.
- * 4. Do you have certification from a recognized state, national or international association in the trade area (Plumbing)? Note: These must be listed in the "Certificates and Licenses" section of your job application.
- Yes No
- * 5. How many years of professional experience do you have performing building inspection work for a public agency?
- None
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years to less than 4 years
 - 4 years to less than 5 years
 - 5 years or more
- * 6. How many years of journey level plumbing experience do you have?
- No experience
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years to less than 4 years
 - 4 years to less than 5 years
 - 5 years or more
- * 7. Describe your journey level experience in plumbing. In your response, indicate positions held, list of responsibilities, dates of employment, hours worked per week, and employers name. **Only journey level experience will be considered.**
- * 8. Do you have supervisory experience?
- Yes No
- * 9. Describe your training and experience which demonstrates your knowledge of supervision principles as it relates to subordinate staff. Discuss the specific functions and program areas you have managed, and identify the number and types of staff you supervised. In your response, indicate positions held, list of responsibilities, dates of employment, hours worked per week, and employers name.
- * 10. Describe your experience in reading plumbing design plans and designing system layouts. In your response, indicate positions held, list of responsibilities, dates of employment, hours worked per week, and employers name.

- * 11. Describe any experience you have in the application or enforcement of the California Energy Code. Include both residential and non-residential experience. In your response, indicate positions held, list of responsibilities, dates of employment, hours worked per week, and employers name.

- * 12. Describe your experience performing plumbing and/or energy code plan review for commercial projects, include a description and size of major projects reviewed. In your response, indicate positions held, list of responsibilities, dates of employment, hours worked per week, and employers name.

- * 13. Describe your experience using California construction codes and related national standards. In your response, indicate positions held, list of responsibilities, dates of employment, hours worked per week, and employers name.

- * Required Question