JOB OPPORTUNITY

Building Inspector

*(Full-Time)*

The CITY OF SUWANEE is accepting applications for a **Building Inspector**. This position performs building inspections in the enforcement of relevant codes. Position reports to the Building Official.

**Major Duties:**

* Inspects and recommends corrective action for residential and commercial construction projects to ensure compliance with adopted structural, mechanical, plumbing, energy and electrical codes.
* Enforces adopted temporary and permanent sign ordinance requirements.
* Inspects and recommends corrective action for compliance with adopted property maintenance requirements.
* Communicates with contractors, building owners and residents concerning building code and property maintenance code requirements.
* Inspects and recommends corrective actions for compliance with adopted soil erosion and sedimentation control regulations.
* Performs inspections and provides reporting in accordance with MSF requirements for detention pond and illicit discharge.
* Performs administrative tasks related to inspection reporting and record keeping.
* Performs related duties

**Physical Demands:**

* The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, walking, bending or crouching. The employee frequently lifts light objects, climbs ladders, distinguishes between shades of color, and utilizes the sense of smell.
* The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, and machinery with moving parts. Work requires the use of protective devices such as masks, goggles, gloves, etc.

**Minimum Qualifications:**

* Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field.
* Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
* Possession of or ability to readily obtain a valid driver’s license issued by the State of Georgia for the type of vehicle or equipment operated.
* Possession of or ability to readily obtain the appropriate state certification for the type of inspection(s) conducted.

**Knowledge Required by the Position:**

* Knowledge of applicable codes and state amendments for all trades.
* Knowledge of applicable property maintenance, housing, zoning, health and sanitation code standards.
* Knowledge of city and department policies and procedures.
* Knowledge of best maintenance practices.
* Skill in reading and interpreting construction drawings and documents.
* Skill in the interpretation and application of codes and regulations to a variety of situations.
* Skill in researching complex issues and forming appropriate opinions.
* Skill in preparing reports and communicating information clearly and effectively.
* Skill in tactful communication with persons from a variety of backgrounds.

**Compensation:** Pay range from $43,522 - $55,491 annualized (negotiable based on experience).Full-time with benefits.

**Applications:**

Submit Application and Resume: City of Suwanee Human Resources,

330 Town Center Avenue, Suwanee, GA 30024. The General Application form may be accessed at [www.suwanee.com.](http://www.suwanee.com/)

Phone 770-945-8996 for additional information. Position open until filled. Only applicants being considered for interview will be contacted.

## Equal Opportunity Employer

**Drug Free Workplace**