

Electrical Inspector

Town of Smyrna

Apply directly at the link below

<https://www.governmentjobs.com/careers/townofsmyrna/jobs/3417365/electrical-inspector?pagetype=jobOpportunitiesJobs>

Pay & Benefits

Hiring Range : \$47,456 - \$52,201

Full Pay Range : \$47,456 - \$71,848

In addition to base salary, this full-time position is eligible for an annual performance bonus as well as a longevity bonus.

Paid Holidays: 13 days

Paid Time Off: 0-4 years of service = 18 days/144 hours (5.54 hours per pay period)

Longevity Bonus: Based on Years of Service

Merit Pay: Based on performance (Annual Salary increase and Bonus)

Town Paid Benefits Include:

- Short and Long-Term Disability
- Employee Assistance Program
- Basic Life Insurance (\$50k employee, \$10k spouse, & \$5k child)
- Retirement Match
- Education Reimbursement
- Wellness Programs and Gym Access

Insurance Premium Costs

HSA: \$13.85 single \$99.93 family

OAP: \$16.83 single \$121.09 family

Description

Under the direction of the Building Official, this classification is responsible for inspecting residential and commercial buildings for compliance with City, State, and Federal codes and regulations and responding to inquiries from developers, contractors, and the public regarding building code compliance issues. Assist in providing work direction to other inspectors and in developing Department programs and procedures. Under limited supervision, the electrical inspector reports to the Building Official.

Essential Duties & Responsibilities

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job. Other duties may be required and assigned.

- Performs commercial, industrial and residential electrical inspections as assigned and provides work direction to other Inspectors. Such inspections must be based on the Town of Smyrna's applicable codes/ordinances.
- Assists in receiving and processing permits by determining and collecting appropriate fees, providing information to customers, and receiving plans for review.
- Maintains a system of log sheets and files to track status of projects; files approved plans and specifications; enters pertinent information into computer system.
- Responds to telephone inquiries and prepares written correspondence.
- Maintains complete inspection records of all inspections and other activities.
- Attends and participates in professional group meetings; stays abreast of new trends in the field of plans examination and building code compliance.
- Studies reference materials and codebooks for updates and code changes and has knowledge of building construction techniques, codes, methods, OSHA requirements, and acceptable practices as required to perform thorough and accurate inspections and to determine code compliance.
- Provides information to the public, contractors, and developers regarding building code issues; interprets construction codes and ordinances.
- Reviews residential, commercial, and industrial building plans and specifications for compliance with applicable electrical and/or other codes and ordinances.
- Provides information to the public, contractors, and developers regarding code issues; interprets construction codes and ordinances.
- Coordinates plan and specification reviews to ensure timely response and adequate feedback to the applicant within the established time.
- Receives and reviews structural engineering, mechanical test, and other special reports for compliance with applicable construction codes.
- Counsels, advises, and responds orally and in writing to architects, engineers, and contractors regarding submitted plans.
- Assists Building Official with various scheduling responsibilities.
- When requested, provides in-house/practical training to other certified staff electrical inspectors.
- Provide coverage in the absence of other personnel.
- Appears in court to testify as required.
- Represents the Department at Construction Board of Adjustments and Appeals meetings as needed.
- Compiles and/or monitors data related to Department activities.
- Analyzes trends and prepares or generates various statistical reports.
- Directly assists the Building Official in the development and implementation of programs and procedures to improve operational and management effectiveness.

Minimum Qualifications

- Must be at least 18 years of age
- Must possess a valid state-issued Driver's License.
- Must have a High School Diploma or GED
- Must have at least two (2) years previous experience as a certified electrician or experience working as a certified electrical inspector **or** any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.
- Must have or be able to earn a valid Residential Electrical Inspector certification from the International Code Council, Inc. and/or State Agency within 3 months of hire.
- Must have or be able to earn a valid Commercial Electrical Inspector certification from the International Code Council, Inc. and/or State Agency within 9 months of hire.
- Once complete, the inspector must register the appropriate ICC certifications with the State of TN Fire Marshall's Office and maintain these certifications through the required continuing education as required by law to be able to conduct these inspections.