

STRUCTURAL AND NEW CONSTRUCTION EXAMINER (ELECTRICAL)

42210
(Competitive)

DISTINGUISHING FEATURES OF THE CLASS

The work involves responsibility for performing field inspections of all types of existing or newly constructed residential and non-residential structures. The purpose of the inspections is to enforce residential and non-residential codes, laws and ordinances, especially those pertaining to safety. Inspections of structures constructed with structural steel and/or reinforced concrete receive special attention. Assignments are generated by the issuance of building permits, certificate of compliance applications, complaints, and referrals. An employee in this class deals extensively with the public and must use tact and judgment in such relationships. This class differs from that of Structural and New Construction Examiner because of the additional responsibility to perform routine electrical inspections that are not of a complex nature and do not require the expertise of an Electrical Inspector 1. Also, incumbents advise the Property Rehabilitation staff, as requested regarding rehabilitation project feasibility, preferable construction methods, materials, etc. An employee in this class is expected to carry out assignments independently while relying on the supervisor for training and guidance. An employee in this class typically does not exercise supervision, but does assist in on-site field training for new employees. An employee in this class performs inspections on all types of structures with no limitations as to a specific type of residential or non-residential structures. Does related work as required.

TYPICAL WORK ACTIVITIES

Inspects existing residential and nonresidential structures as well as structures under construction or alteration for purposes of determining compliance with all applicable codes, laws and regulations which include the New York State Multiple Residence Law, New York State Building Code, City of Syracuse Housing Code, City of Syracuse Building Code, City of Syracuse Zoning Rules and Regulations and the City Of Syracuse Electrical Code. Conducts routine electrical inspections of residential mixed occupancy dwellings as defined by the Multiple Residence Law %26 the New York State Uniformed Prevention %26 Building Code, including outlets fixtures and main electrical service to determine compliance with approved plans and specifications, ordinances and codes, Records violations of aforementioned codes, laws and regulations by applying departmental report forms. Follows up on all violations recorded in previous inspections by performing another inspection to record the degree of correction. Performs inspections pursuant to specific complaints. Prepares necessary paperwork, certificates, and issues "stop work" orders when inspection indicates such orders are necessary, typically upon consultation with superiors. Appears in housing court to provide technical testimony regarding prosecution of violators. Composes a variety of reports pertaining to inspections. Requests inspections by specialized electrical inspectors when routine electrical inspection results in suspicion of non-compliance with electrical codes or possible faulty or dangerous conditions. Follows up immediately on all violations recorded that Jeopardize the health and safety of the public. Makes appropriate referrals or contact with other city, county or state departments or agencies to assist in problem cases.

Advises superiors as to potential problems or hazards that may exist in their areas of responsibility.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of the principles and practices applied in the inspection of residential and non-residential structures.

Good knowledge of materials used in the alteration and construction of residential and non-residential structures, inclusive of construction principles and practices applied therein

Good knowledge of the principles of electricity and the practices of electrical installation in residential buildings.

Working knowledge of all laws, codes, ordinances, and regulations pertaining to inspections of residential and non-residential structures applicable in New York State and the City of Syracuse.

Ability to inspect residential and non-residential structures for purposes of determining faulty structural conditions or basic electrical problems,

Ability to relate well with others during inspections.

Ability to compose clear and concise reports.

Ability to read and interpret building construction plans and specifications and blueprints and to recognize deviations from such plans in the construction process.

Physical condition commensurate with the demands of the position

MINIMUM QUALIFICATIONS

Promotion:

Two (2) years of permanent competitive class status as a Structural and New Construction Examiner.

Open Competitive:

A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's Degree in Architectural Technology, Building Construction Technology, or a closely related field and four (4) years of work experience, or its part time equivalent, in the construction, revitalization, repair or inspection of residential, commercial, mixed use or industrial structures or their mechanical/ structural support systems (e.g. heating, ventilation, A/C, structural framework, etc.), two (2) years of which must have included electrical installation, repair or inspection; or,

B. Six (6) years of work experience, or its part-time equivalent, in the construction, revitalization, repair or inspection of residential, commercial, mixed use or industrial structures or their mechanical/ structural support systems (e.g. heating, ventilation, A/C, structural framework, etc.), two (2) years of which must have included electrical installation, repair or inspection; or,

C. An equivalent combination of training and experience as defined by the limits of A and B.

SPECIAL NECESSARY REQUIREMENT

NOTE: New York State Public Officers Law requires United States Citizenship.

Special Training and Certification Requirement required under Section 159-A of the New York State Executive Law.

434.5 Certification of code enforcement personnel. (A) The New York State Fire Administrator shall certify code enforcement personnel as having successfully completed one or more of the training programs set forth in this part as follows:

Probationary and non-permanent code enforcement personnel scheduled to perform code enforcement duties an average of more than 20 hours per week shall successfully complete a certified basic training program within 18 months of initial appointment. Code enforcement personnel not appointed for probationary terms but appointed on other than a permanent basis and scheduled to perform code enforcement duties an average of between 10 and 20 hours per week shall successfully complete a certified basic training program within 24 months of initial appointment. Code enforcement personnel not appointed for probationary terms but appointed on other than a permanent basis and scheduled to perform code enforcement duties an average of less than 10 hours per week shall successfully complete a certified basic training program within 36 months of initial appointment. Training may be suspended during periods of non-service, but all periods of service shall be counted toward the fulfillment of the applicable requirement.

(b) Equivalent New York State Fire or Code Enforcement Training courses, federally sponsored courses, courses taught at an accredited college or university or courses taught by a professional society may be substituted, in whole or in part as the case may be, for the specific course requirements contained in this part. Adequate documentation regarding course content and attendance shall be submitted to the State Fire Administrator as a prerequisite to certification.

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