

# Phoenix, Arizona

## Job Description

### SENIOR CONSTRUCTION INSPECTOR

**JOB CODE 19010**

<b>Effective Date:</b>	12/92 <sup>A</sup>
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#### **DISTINGUISHING FEATURES OF THE CLASS:**

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The fundamental reason this classification exists is to perform technical public works construction inspection work of increasing difficulty. Some positions exercise limited supervision over Construction Inspectors. Work is ordinarily performed under the general supervision of the Inspections Supervisor who makes assignments with work reviewed by observation and on the basis of results obtained.

#### **ESSENTIAL FUNCTIONS:**

- Inspects the full range of public works construction projects, which includes streets, alleys, water and sewer lines, irrigation facilities, storm drains, and permit construction in the public right-of-way, for compliance with standard details, specifications, and approved plans;
- Inspects and enforces barricade set-ups including street, sidewalk or alley restrictions in accordance with City of Phoenix Traffic Barricade Manual;
- Documents construction project progress;
- Computes final costs for payment purposes;
- Computes final quantities;
- Coordinates the construction of City projects with utilities, other departments, contractors, and sub-contractors;
- Responds to citizen complaints and requests for information regarding construction projects;
- Reviews quantities based on plans and specifications prior to construction;
- Works with survey personnel in preparing record drawings;
- Takes samples for various materials tests and calls for materials testing as required;
- Performs inspection tests to evaluate compliance of work with project requirements such as area light intensities, hydrostatic and pressure tests, etc.;
- Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.

## **Required Knowledge, Skills and Abilities:**

Knowledge of:

- Construction practices and techniques.
- Engineering terminology.
- The principles and techniques of civil engineering including materials testing, surveying, and plans review.
- Materials used in construction projects.

Ability to:

- Keep accurate records and notes for reference to be used for monthly and final pay estimates and for the preparation of change orders.
- Perform mathematical calculations requiring the application of fractions, percentages, ratios, and proportions, mensuration, logarithms, algebra, geometry, and trigonometry.
- Read and interpret engineering drawings and specifications for construction control purposes.
- Work cooperatively with other City employees, engineers, public officials, contractors, and the general public.
- Communicate orally with other City employees, customers, and the public in face-to-face one-on-one settings, or using a telephone.
- Make decisions in accordance with construction plans and specifications, and City policies and procedures.
- Observe or monitor objects to determine compliance with prescribed specifications or safety standards.
- Measure distance using a tape measure or other measuring device.
- Climb ladders or steps.
- Comprehend and make inferences from written material in the English language.
- Coordinate the movement of more than one limb simultaneously.
- Bend or stoop repeatedly or continually over time to perform inspections.
- Use graphic instruction such as blueprints, layouts, or other visual aids.
- Travel across rough, uneven, or rocky surfaces to perform inspections at construction sites.
- Work in a variety of weather conditions with exposure to the outdoor elements and dust.
- Produce written documents with clearly organized thoughts using proper English sentence construction, punctuation, and grammar.
- Work at depths greater than ten feet.
- Work safely without presenting a direct threat to self or others.

## **Additional Requirements:**

- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment or shift.

- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for City business will be prohibited if the employee is not authorized to drive a City vehicle or if the employee does not have personal insurance coverage.

**ACCEPTABLE EXPERIENCE AND TRAINING:**

Three years of experience in construction related activities, including one year of experience in the inspection of public works construction projects. Other combinations of experience and education that meet the minimum requirements may be substituted.