



HUMAN RESOURCES DEPARTMENT

400 SLOCUM ROAD
DARTMOUTH, MA 02747

JOB POSTING

TITLE: Residential Building Inspector – 25 hours per week
UNION: DTEA
LOCATION: Building Department
DATE AVAILABLE: ASAP
SALARY: Grade 8 - \$27.84 - \$36.23 per hour

RESPONSIBILITIES:

This is a 25 hour per week benefit eligible position. Administrative, technical and inspectional work related to the enforcement and interpretation of the State Building Code, the local zoning by-law and other applicable regulations. See attached job description for complete details.

QUALIFICATIONS:

High School Diploma and 10 years' experience in the supervision of building construction or design; or equivalent 5 years' experience construction supervisory experience.; or any equivalent combination of education and experience. State certification required.

APPLICATION DEADLINE: Until Filled

Interested candidates may submit employment application, cover letter and resumes to:

jobs@town.dartmouth.ma.us

Full job description and employment applications can be found on Town of Dartmouth website, on [Employment Opportunities](#) page.

Town of Dartmouth is an Equal Opportunity Employer

Job Description: **BUILDING INSPECTOR**

Classification: Grade - I-8

Definition

Administrative, technical and inspectional work related to the enforcement, and interpretation of the State Building Code, the local zoning by-law and other applicable regulations; all other work as required.

Supervision Received:

Works under the general direction of the Building Commissioner.

Performs highly responsible duties of a technical nature requiring the exercise of considerable judgment in the application and interpretation of building codes, zoning by-laws and other applicable regulations.

Job Environment

Some work is performed under typical office conditions; some work is performed in the field under various conditions with frequent exposure to variable weather and to hazards associated with construction sites.

Operates an automobile; operates standard office equipment.

Makes frequent contacts requiring perceptiveness and discretion with the general public, other town departments and boards, members of the building community and property owners.

May have access to a limited amount of department-related confidential information.

Errors could result in delay and loss of service, damage to property, endanger public safety, have legal and/or financial repercussions, and cause adverse public relations.

Essential Functions

Inspects buildings and alterations to buildings under constructions and upon completion to monitor compliance with the State Building Code, zoning by-law and other state and local regulations; inspects safety conditions of existing buildings.

Reviews plans for building construction or alteration to determine compliance with state codes, local zoning by-laws and other applicable regulations.

Investigates complaints of alleged building code and zoning violations and takes appropriate action as required.

Responds to inquiries from property owners, banks, real estate firms, and the general public; explains building code regulations and by-law provisions; explains procedures and assists applicants in completing required forms; discusses construction methods and materials with builders, architects, engineers and developers in order to ensure compliance with applicable codes and regulations; confers with Building Commissioner on difficult cases.

Issues building permits, coordinates inspections and appointments; responds to phone and mail inquiries.

Performs other similar or related work as required or as situation dictates.

Recommended Minimum Qualifications

Education and Experience

High school diploma and 10 years experience in the supervision of building construction or design; or equivalent 5 years experience with construction supervisory experience

Necessary Knowledge, Skills and Abilities:

Thorough knowledge of uniform building codes and working knowledge of electrical codes, plumbing codes, mechanical codes and general construction codes, and a thorough knowledge of carpentry; considerable knowledge in electrical work, carpentry work, cement work, and plumbing.

Ability to establish effective working relationships with contractors, developers, architects, engineers, owners, and the general public; ability to read and understand complicated plans and blueprints; ability to communicate effectively orally and in writing.

Certification Requirements

State certification required as per MA Dept. of Building Regulations & Standards.

Physical Requirements

Moderate physical effort demanded in making field inspections. Portion of shift spent in the office. May be required to walk, stand and/or climb approximately 4 hours per day.