

City of Bowling Green
RECRUITMENT ANNOUNCEMENT

ELECTRICAL / BUILDING INSPECTOR

NEIGHBORHOOD & COMMUNITY SERVICES – BUILDING DIVISION

No. 20 - 568 (Advertised)

APPLICATION DEADLINE: Sunday, December 6, 2020

DUTIES: Plans and organizes electrical and/or building inspection procedures and activities; inspects and tests all electrical equipment and systems installed; inspects proposed and existing structures during all phases of construction to ensure compliance with applicable local, state and national codes for public safety. Acts as a consultant to contractors, engineers, representatives for labor and management, and for the general public in electrical and/or building matters. Investigates devices submitted for approval, comments, or advice. Answers questions and provides information on electrical and building code requirements. Reviews, approves and makes recommendations on electrical and building plans and specifications submitted by designers, engineers, and contractors. Makes onsite inspections of all buildings, regardless of size, checks for code compliance; completes related forms and distributes permit applications. Works with architects, contractors, property owners, and occupants on matters involving electrical or building codes and violations. Prepares and maintains reports and files on electrical and building permits issued, on inspections, and on jobs in progress or completed. Responds to calls for on-site inspections and releases approved and completed job inspection tickets to service utility. Enforces Chapter 10 (Electricity) and Chapter 6 (Building Regulations) of City Ordinances; advises on revision and update of Ordinances as necessary. Communicates with Chief Building Inspector on status of inspection, re-inspection, investigations, codes interpretations, and other activities. Presents seminars and lectures for local electricians, contractors, and schools. Responds to citizen complaints, building code violations; makes on-site inspections; completes necessary forms, and follows up to make sure any violations are corrected. Prepares correspondence concerning codes and other violations.

REQUIREMENTS: High school diploma (or equivalent) required; technical school training in building design/inspection or construction field preferred; with a minimum of three to five years of practical experience as a building official, contractor, and/or inspector (or related position) required; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this position. Requires a valid driver's license. Certification by the state of Kentucky as a Master Electrician **OR** have the ability to obtain within two years of employment: State certification as a Building Inspector Level II; and successfully complete the following International Code Council Examinations: B1- Residential Building Inspector; B2- Commercial Building Inspector; M2-Mechanical Inspector.

SALARY: Pay Grade 119; \$45,549/yr. (\$21.89/hr.); plus leave time and full benefits package

WORK HOURS: 40 hours/week typically 7:30 a.m. – 4:30 p.m. Monday – Friday with occasional overtime

Interested applicants should obtain an employment application from the Human Resources Department in City Hall, 1001 College Street, Bowling Green or from our website at www.bgky.org.

The City of Bowling Green is an Equal Opportunity Employer and a Drug-Free Workplace

All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sexual orientation, gender identity, age or disability.

HUMAN RESOURCES & RISK MANAGEMENT DEPARTMENT

City Hall 1001 College Street PO Box 430

Bowling Green KY 42102

phone: (270) 393-3689 (877) 260-3987 fax: (270) 393-3298

www.bgky.org

