

**POSITION: Building Inspector I**  
**DEPARTMENT:** Planning and Code Enforcement  
**Grade:** 26  
**Starting Salary:** \$39,282.36  
**Posted:** July 31, 2024  
**Closing Date:** Until Filled



## **GENERAL DEFINITION OF WORK**

Performs inspections work of building and property within the County to ensure compliance with proper codes and ordinances.

## **QUALIFICATION REQUIREMENTS**

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

## **ESSENTIAL FUNCTIONS**

- Reviews site plans, blue prints, and specifications and receives applications for permits; issues building and zoning permits.
- Inspects building construction for compliance with building, electrical, plumbing, mechanical, and fire codes.
- Advises contractors in interpreting and applying code regulations.
- Notifies responsible parties of defects and re-inspects to determine if corrective actions have been taken; issues stop orders.
- Inspects existing buildings for minimum housing rules and regulations.
- Maintains and prepares inspection records and reports.
- Performs fieldwork for zoning enforcement; may provide staff assistance to Planning and Zoning Board and/or Board of Adjustment.
- Recommends judicial actions and may be required to testify in court against violators of the State building code.
- Performs related duties as required

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Considerable knowledge of State codes and local ordinances as applied to assigned construction project for inspection.
- General working knowledge of construction and insulation.
- Skill in interpretation of codes and in their application to specific situations.
- Skill in reading and interpreting plans and specifications.
- Ability to establish and maintain effective working relationships with contractors, engineers, property owners, and the public.
- Ability to enforce regulations tactfully and firmly.
- Ability to establish and maintain accurate and thorough records.
- Ability to communicate effectively in oral and written

## **EDUCATION AND EXPERIENCE**

Graduation from high school supplemented by trade school course work in building construction trades and considerable experience in construction trades work, or an equivalent combination of education and experience.

## **PHYSICAL REQUIREMENTS**

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, fingering, grasping, talking, hearing, and repetitive motions. Must be able to perform light work exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Must possess the visual acuity to inspect details of construction, prepare reports, and do extensive reading.

## **SPECIAL REQUIREMENTS**

- A valid driver's license
- N.C. State certification in the appropriate inspection areas within the time frame specified and required by County management

## **HOW TO APPLY:**

Applicants must register online or in person with NCWorks. A State application (PD-107) is required and may be obtained at and submitted to the  
NC Works Career Center

23 Macon Avenue  
Franklin, N.C.

### ***Mail to:***

5 West Main Street  
Franklin, NC 28734

And must be submitted on or before the closing date. **Online applications are not available.** Please include 3 references with contact information and a valid email address for all correspondence from the employer to the applicant. Resumes will not be considered.

**AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER  
All prospective employees are subject to a criminal background check**