

# South Jordan City

## Job Description

<b>Title:</b>	<b>Engineering Inspector</b>	<b>Effective Date:</b>	<b>8/10/18</b>
<b>Org:</b>	<b>100410</b>	<b>FLSA:</b>	<b>Non-Exempt</b>
<b>Pay Grade:</b>	<b>15</b>	<b>Workers Comp:</b>	<b>Municipal</b>

### GENERAL PURPOSE

Provide inspection services to ensure that the City grows and develops in a manner that is consistent with its mission statement and service values. Perform a variety of working level, technical duties as needed to assure public infrastructure projects are constructed in compliance with established local, state and federal construction standards.

### SUPERVISOR

Construction Manager or Engineering Inspector Supervisor

### POSITION(S) SUPERVISED

None

### ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee's manager.

Job attendance is required, except for authorized leave.

Ability to work with the public and city staff in a busy and often stressful environment with a professional and positive approach.

Inspect project site and evaluate contractor work to detect design malfunctions and ensure conformance to design specifications and applicable codes.

Monitor and inspect all aspects of construction on a variety of public infrastructure projects such as earth work, road work, water, sewer, storm drain, etc.; verify that projects are constructed in accordance with plans and specifications; act as liaison between developer or contractor and City during construction phase of project; perform and coordinate walk-through inspections with other City departments, public agencies, developers and contractors; complete "punch list" document as needed to finish project; initiate development bond draw requests; work with City's project manager to keep projects on schedule and within budget; compile as-built information and other project records.

Coordinate and resolve construction problems with contractor by evaluating scope of problem and determining possible remedies and corrective course(s) of action; exercise professional judgment where errors could produce costly consequences; communicate conflicts to supervisor, City's project manager and other departments and public agencies.

Conduct land, utility and other as-built infrastructure surveys utilizing GPS survey equipment and assist GIS staff in importing as-built information into GIS database.

Perform other duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from High School or G.E.D.;  
AND

B. Four (4) years of experience construction, inspection, survey, or other similar experience related to above duties;

2. Special Qualifications:

Valid Utah Class D Driver License  
Certification as a Public Works Inspector preferred  
Education may be substituted for experience

3. Knowledge, Skills and Abilities:

Knowledge of general construction principles and practices; legal environment associated with construction and maintenance of public works projects; modern methods, principles and practices of street construction and maintenance; the collection and delivery of culinary and secondary water; conveyance of storm water through storm drain systems; equipment and materials used in construction and maintenance operations; current codes, standards, safety practices and principles involved in public works.

Ability to operate a personal computer and Microsoft products.

Ability to communicate effectively verbally and in writing; read and interpret plans and specifications; visualize completed projects in planning stages and estimate the end results; estimate quantity of materials accurately; develop and maintain effective working relationships with elected officials, federal agencies, state agencies, local governments, subordinates, coworkers and the public.

4. Working Conditions:

Tasks require a variety of physical activities not generally involving muscular strain. Frequent physical activity related to walking, standing, stooping, sitting, reaching, and moderate lifting. Essential functions require talking, hearing and seeing. Mental application utilizes memory for details, emotional stability and critical thinking. Frequent travel required in course of performing portions of job functions.

*The above statements are intended to describe the general nature and level of work being performed by person(s) assigned to this job. They are not intended to and do not infer or create any employment, compensation, or contract rights to any person(s). This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned. This updated job description supersedes all prior descriptions for the same position.*

*Human Resources Use Only*

<b>Job Class:</b>	<b>Municipal Non-Exempt</b>	<b>EEO-4 Class:</b>	<b>Official/Admin</b>
<b>Location:</b>	<b>Engineering</b>	<b>EEOP Class:</b>	<b>Official/Admin</b>
<b>Group/BU:</b>	<b>General Pay Plan</b>	<b>Tech-Net Match:</b>	<b>2030</b>