



## **JOB OPENING**

**JOB TITLE:** BUILDING INSPECTOR

**DEPARTMENT:** COMMUNITY DEVELOPMENT DEPARTMENT

**LOCATION:** City Hall, 419 Fulton Street, Room 300, Peoria, Illinois

**HOURS:** 8:00 a.m. – 5:00 p.m. – Monday through Friday

**SALARY:** 2020 AFSCME Range 221 \$26.66 to \$30.90 (Midrange) hourly salary

**SUMMARY:** The Building Inspector position performs inspections to promote public safety and ensure substantial compliance with codes governing residential and commercial building construction, including, but not limited to, building codes, electrical codes, mechanical codes, and energy codes. The Building Inspector reviews plans and provides inspections of buildings in the course of construction, alterations, or repairs to determine if plans, workmanship, and materials conform to all existing code requirements. The Community Development Department is looking for a candidate that is a quick learner, hard worker, and someone who is able to provide exceptional customer service. An ideal candidate would have experience in the trades and be familiar with the International Code Council code series. Candidates with previous experience in carpentry, electrical, plumbing, HVAC work or other construction trade are encouraged to apply.

**MINIMUM REQUIREMENTS:** Bachelor's degree from an accredited four-year college or university in Engineering, Construction, or a related field; and four to five years of progressively responsible related experience. A combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job may be considered.

**IMPORTANT ATTRIBUTES:** Knowledge of basic building construction including; plumbing, electrical, and structural condition of buildings; all computer applications and hardware; and customer relations and mediation techniques. Skill in using tact, discretion, initiative and independent judgment within established guidelines; applying logical thinking to solve problems or accomplish tasks; to understand, interpret and communicate complicated policies, procedures and protocols and communicating clearly and effectively, both orally and in writing. Ability to effectively testify in court; write clear concise reports and inspections notices; read and interpret documents such as safety rules, operation and maintenance instructions, procedure manuals; and solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.

**MENTAL/PHYSICAL REQUIREMENTS:** Must have the mental and physical capabilities to perform the essential functions of the position with or without reasonable accommodation. Frequently exposed to outdoor weather conditions, fumes or airborne particles, work near moving mechanical parts, work in high precarious places, and toxic or caustic chemicals. Occasionally exposure of work time to hazardous situations which may involve armed or physically violent persons, or interviewing emotional and/or stressed persons.

**\*Please notify the Human Resources Department if accommodations are required to participate in the selection process.**

**INITIAL SCREENING: November 23<sup>rd</sup>, 2020**

**OPEN UNTIL FILLED**

LETTERS OF INTENT FROM QUALIFIED EMPLOYEES AND APPLICATIONS FROM THE GENERAL PUBLIC WILL BE ACCEPTED IN THE HUMAN RESOURCES DEPARTMENT, CITY HALL, 419 FULTON, ROOM 403, PEORIA, IL 61602 UNTIL THE DEADLINE DATE. FAX# (309) 494-8587, PHONE# (309) 494-8575; E-MAIL [humanresources@peoriagov.org](mailto:humanresources@peoriagov.org); WEBSITE [www.peoriagov.org](http://www.peoriagov.org). YOU ARE REQUIRED TO ESTABLISH RESIDENCY WITHIN PEORIA CITY LIMITS WITHIN ONE YEAR OF EMPLOYMENT. HOWEVER, IF YOU CHOOSE TO WAIVE THAT REQUIREMENT, YOU MUST LIVE WITHIN A TWENTY (20) MILE RADIUS OF CITY HALL AND GIVE UP 2% OF YOUR BASE PAY FOR FIVE (5) YEARS. YOU WILL NEED TO COMPLETE A WAIVER OF RESIDENCY FORM IN THE HUMAN RESOURCES DEPARTMENT. EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. SELECTED CANDIDATE MUST PASS MEDICAL EXAMINATION INCLUDING A DRUG SCREEN PRIOR TO HIRE. OFFICIAL CLASS SPECIFICATIONS AVAILABLE IN THE HUMAN RESOURCES DEPARTMENT.