



Public Works Inspector

SUMMARY

The Public Works Inspector shall be responsible for performing inspections of Public Works construction projects and for interpreting contract specifications to ensure compliance with plans, specifications and departmental regulations.

SUPERVISION RECEIVED AND EXERCISED

The Public Works Inspector shall receive general supervision from the Public Works Supervisor and, after orientation, shall exhibit sufficient ability to accomplish assigned tasks with minimum direction. The Public Works Inspector shall provide direct supervision to all assigned personnel.

ESSENTIAL FUNCTIONS -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and duties performed by incumbents of this class. Employees are required to be in attendance and prepared to begin work at their assigned work location on the specified days and hours. Factors such as regular attendance at the job are not routinely listed in job descriptions but are an essential function. Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Essential duties and responsibilities **may** include, but are not limited to, the following:*

- Provides detailed inspections of the methods and materials used in the construction of streets, alleys, sidewalks, curbs gutters, storm drains, catch basins, driveways, approaches, culverts and sewers.
- Reviews and interprets construction plan specifications.
- Consults with superiors on major deviations from specifications.
- Determines conditions and values of soil for paving purposes.
- Checks grades for streets.
- Inspects all facets of paving applications assuring authorized construction.
- Submits detailed reports on work progress and material quantities.
- Investigates complaints concerning public improvements, including defective streets, sidewalks and drainage facilities.
- Advises public on construction codes and standards.
- Performs additional duties as assigned.

MINIMUM QUALIFICATIONS

Education, Training, and Experience Guidelines

An equivalent combination of training and experience that would provide the required knowledge, skills and abilities may be considered. A typical way to obtain the required qualifications would be:

High school diploma or equivalent and three (3) years experience in engineering, construction or building inspection, technical engineering support or other experience involving inspection of Public Works projects.

LICENSE AND CERTIFICATION REQUIREMENTS

- Valid California class C driver's license with satisfactory driving record and automobile insurance.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The Public Works Inspector shall be exposed to those conditions normally encountered in an office environment, as well as field conditions encountered in a desert environment, including periodic exposure to heat, cold and high wind conditions. Physical demands vary from light to heavy, consisting of frequent sitting, standing, walking, bending and stooping and frequent pushing, pulling and lifting of weight in excess of fifty (50) pounds as well as working in confined spaces. Although occupational hazards are seldom encountered, the Public Works Inspector shall observe all safety procedures as prescribed by the Town of Apple Valley.

**FLSA designations cannot be assigned to a class. An employer must show that each employee meets every requirement of the claimed exemption. The FLSA designation listed above is for general administrative guidelines.*