

PLUMBING INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS: Under the general direction of the local legislative body, the top administrative officer, the Building Inspector or other administrative officer, the Plumbing Inspector is responsible for reviewing and passing on plans and specifications submitted with applications for local plumbing permits. An incumbent is also responsible for inspecting the installation and repair of plumbing facilities in buildings and structures for compliance with approved plans and specifications, and enforcing the provisions of local plumbing codes, and other applicable laws and ordinances related to plumbing. Supervision may be exercised over a small number of technical or clerical assistants. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Reviews, checks and passes on plans and specifications submitted with plumbing permit applications for compliance with the plumbing code and other applicable laws and ordinances pertaining to plumbing prior to issuing permits;

Issues plumbing permits and furnishes the prescribed certificate of approval upon application;

Explains the requirements of the local plumbing code, and other applicable laws and ordinances to building contractors and the general public;

Inspects piping, traps, fixtures and drainage and other plumbing facilities in buildings and structures in the process of construction or repair, to see that work is being carried out in accordance with approved plans and specifications and applicable ordinances and laws;

Provides for the removal of illegal or unsafe conditions and secures the necessary safeguards during installation;

Orders unsafe plumbing conditions in existing structures to be removed and arranges for condemnation notices to owners and builders of improper and hazardous plumbing;

Inspects existing plumbing facilities to insure their conformity with safety standards;

Maintains records of inspections and follows up on violations to assure corrections are made by property owner;

Investigates complaints and assists in prosecuting violations of the plumbing code and other applicable laws and ordinances related to plumbing;

Maintains records of decisions made and actions taken;

Prepares periodic reports of plumbing installations in buildings and structures erected or altered, of permits issued, of fees collected and estimated cost of work covered by such permits, for presentation to the local governing body;

Uses computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of modern practices, principles, materials and tools used in the plumbing trade; thorough knowledge of the requirements of the local plumbing codes, ordinances, laws and other applicable regulations; good knowledge of the New York State Multiple Residence Law; good knowledge of basic inspection practices and techniques; ability to establish and maintain cooperative relationships with other public officials, building contractors, plumbing contractors and the general public; ability to be firm but courteous; ability to read and interpret plans and specifications; ability to make inspections and ascertain facts through investigation; ability to maintain records and to write reports; ability to communicate effectively, both orally and in writing; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; courtesy; confidentiality; dependability; resourcefulness; honesty; initiative; integrity; thoroughness; tact; good judgment; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience where the primary function of the position was performing or supervising plumbing repair and installation at a journeyman or master level.

SPECIAL REQUIREMENTS:

1. Possession of a valid license to operate a motor vehicle in New York State at time of appointment.
2. Effective January 1, 2015, code enforcement personnel who are charged with enforcement of New York State Uniform Fire Prevention and Building Code and/or New York State Energy Conservation Construction Code shall be required to complete the code enforcement official basic training program as outlined in Title 19 of New York Codes, Rules and Regulations (NYCRR), Part 1208 – Minimum Standards for Code Enforcement Training in the State of New York, Section 1208-3.2(c), within the shorter of eighteen (18) months after the date of initial appointment or eighteen (18) months after the date of first attendance at a course included in the basic training program, or have obtained certification pursuant to the provisions of Section 1208-5.4. In addition, they are required to maintain active code enforcement official certification on an annual basis by completing in-service training as defined in Section 1208-3.3(c) and any advanced in-service training as defined in Section 1208-3.4. It is the responsibility of the appointing authority to ensure that employees who have been certified as code enforcement officials maintain their certification on an annual basis pursuant to these sections throughout the duration of their employment.
3. Appointing jurisdictions may have established licensing requirements for this position in their local codes. The appointing authority is responsible for verifying and ensuring that the candidate meets these licensing requirements at time of appointment and throughout the course of their employment.

Towns, Villages
Cities of Rye & Peekskill
J. C.: Competitive
1d

Job Class Code: 0533