JOBS DESCRIPTION
Senior Construction and Safety Inspector
Code Number: 26004

GENERAL PURPOSE
Under direction, leads others and performs the more difficult and complex construction and safety inspections of public works, waterworks, and utility construction projects; interprets plans and specifications to ensure contract compliance; recommends change orders and cost estimates; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS
This is the lead level in the Construction and Safety Inspector series. Incumbents provide direction to lower level staff including assigning, directing, and reviewing the work of staff. Positions at this level are distinguished from those in the lower level classification of Construction and Safety Inspector III by performing lead work duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES
The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.

Provides day-to-day leadership and works with staff to ensure a high-performance and safe work environment that supports achieving the department's and the District's mission, strategic plan, objectives, and values.

Leads and participates in the work of inspection personnel involved in the construction and safety inspections of a variety of utility waterworks projects.

Provides training and guidance to less experienced construction inspection personnel.

Inspects project sites for compliance with Cal OSHA regulations and District safety standards and policies; enforces all safety regulations and cites contractors as required for non-compliance and monitors corrections to unsafe conditions; monitors and inspects a variety of water, sewer, and reclaimed water construction projects and installations to ensure compliance with project documents including the installation or construction of pipes, water tanks, lift stations, water treatment plants, fittings, valves, vault structures, irrigation, landscaping and other projects throughout the District.

Interprets construction plans, documents and specifications; makes recommendations on change orders; confers with supervisors, consultants, contractors and various District staff on field design conflicts, construction requirements and contract documents.
Reads, reviews, analyzes, evaluates and comments on project documents and site prior to the start of construction, thereby identifying potential problems.

Determines elevation of pipe, vault structures and other utilities; verifies alignment and obtains measurements as pipeline and structures are being constructed; verifies concrete vault construction, including placement of reinforced steel, embedded items, concrete quality, placement of form work, expansion and sealant materials and welded joints; conducts concrete and soil compaction tests, hydrostatic tests, paint thickness tests, holiday tests, chlorine content tests, line pressure tests and collects water samples for bacteriological testing; participates in pump performance testing; monitors electrical testing; monitors and inspects asphalt paving.

Prepares inspectors’ daily report and periodic progress reports on construction and installation work; recommends progress payments to contractors; maintains accurate, up-to-date as-built drawings to depict current status of projects; records drawings, hydrostatic test data sheets, vertical traverse sheets, concrete cylinder test data sheets and various miscellaneous reports as needed; reviews contractor change orders and makes recommendations for changes or approval; reviews and submits contractor pay estimates; maintains project start-up documentation.

Reviews and examines materials delivered to the site for installation to verify their conformance to specifications; performs and documents, using standard applicable testing procedures and forms, compliance and suitability of materials for installation and application; reviews and examines safety equipment for construction procedures.

Operates surveying equipment to verify vertical and horizontal alignment, location of structures, elevation of pipe, vault structures and other utilities; monitors the operation of a variety of safety equipment; obtains measurements as pipeline is being installed; verifies placement of form work, placement of reinforced steel, concrete quality, expansion and sealant materials and welded joints.

Performs quality control at field construction sites using construction surveying equipment and provides review and oversight of contractor safety programs.

Investigates, conducts and coordinates necessary trial, scheduled or emergency shut-downs.

Meets and confers with representatives of utility companies, contractors, engineers and other public agencies regarding construction plans and specifications; coordinates facility locations between contractors and the District.

Performs related duties as assigned.

**DESIRED MINIMUM QUALIFICATIONS**

**Knowledge of:**
Laws, statutes, codes, Cal OSHA Title 8, state, city, county, District policies related to safety, and ordinances governing water and wastewater facility construction projects; waterworks procedures, systems and operations; common engineering construction methods; District administration policies and procedures; proper usage of construction materials and equipment; safety requirements and procedures pertaining to work practices; engineering mathematics, including algebra, geometry and trigonometry; asphalt paving and concrete construction principles, methods and techniques; surveying principles, methods and techniques; compaction principles, methods and techniques; computer fundamentals and database applications on PC equipment.

**Ability to:**

Work independently in the field; lead and motivate other inspection staff; exercise judgment and diplomacy in field conditions; analyze and interpret water and sewer facility construction plans and specifications; operate common construction and surveying tools, pipeline and underground utility locators, compaction and concrete testing equipment; make quantity calculations and prepare estimates; enforce and interpret Cal OSHA and District regulations with firmness, tact, and impartiality; inspect routine and difficult engineering construction; enforce and interpret regulations with firmness, tact and impartiality; record accurate and neat sketches during on-site field inspections; perform field tests following precise procedures and interpret observations and test results to determine acceptability; coordinate necessary work between several entities; establish and maintain effective working relationships with those contacted in the course of work; enforce specifications and safety regulations; follow and apply written and oral instructions; communicate effectively, orally and in writing; make sound independent judgments within established guidelines; train others in work processes and procedures.

**Training and Experience:**

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D.; and six years of experience in public works construction, including three years as a project inspector in the waterworks or wastewater industry; or an equivalent combination of training and experience.

**Licenses; Certificates; Special Requirements:**

A valid California driver’s license and the ability to maintain insurability under the District’s Vehicle insurance policy.

A Field Testing Technician Grade I certification by the American Concrete Institute.

A Water Distribution Operator Grade I certificate issued by the Department of Health Services is desirable.
PHYSICAL AND MENTAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls; perform repetitive movements with hands, wrists or feet; and reach with hands and arms. The employee frequently is required to walk and stand; talk or hear; sit; climb or balance; stoop, kneel, crouch or crawl; and drive a vehicle.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Specific hearing requirements include the ability to hear phone conversations, in-person conversations under normal office conditions, signal warnings while working around moving equipment; and the ability to differentiate operating equipment sounds.

The employee must regularly lift and/or move up to 25 pounds and occasionally up to 50 pounds.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or new skills; perform highly detailed work; work under deadlines with constant interruptions; perform multiple, concurrent tasks; interact with District staff and other organizations; and interact with dissatisfied or quarrelsome individuals.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the functions of this class, the employee is regularly exposed to wet conditions, fumes, airborne particles and toxic or caustic chemicals, outdoor weather conditions including extreme heat and cold, risk of electrical shock, heavy vibration and loud or prolonged noise levels. The employee regularly works near moving equipment, on ladders/scaffolding or in precarious places, in confined spaces such as trenches and vaults, and on uneven or slippery surfaces.

FLSA DETERMINATION: Non-exempt.