



SURRY COUNTY JOB OPPORTUNITY

Surry County is seeking a Building Inspector in the Planning Department. Work will be performed under the supervision of the Building Official and will include the following typical tasks:

Performs intermediate technical work inspecting residential, commercial, and multi-family structures for compliance with building codes; conducts combination inspections. Planning, coordinating, supervising, and participating in building, electrical, mechanical, and plumbing inspection activities, reviewing plans, issuing permits, maintaining records and files, preparing reports and related work as apparent or assigned.

Essential Functions

- Performs field inspections and re-inspections of buildings and facilities for compliance with building, plumbing, mechanical and electrical codes;
- Receives complaints in regard to defective construction and handles enforcement problems;
- Reviews and files engineering letters and details, surveys and correspondence;
- Inspects for unpermitted work; follows-up to ensure compliance; writes notices of violation when non-permitted work is evident;
- Where construction is not being made in compliance with regulations as to methods and/or materials, issues warnings;
- Coordinates inspections with other agencies, inspectors or departments (Utilities, Zoning, Health department, VDOT);
- Answers questions from private citizens, contractors, sub-contractors and builders on code matters in person and by telephone;
- Testifies in court on code violation cases;
- Makes reports and keeps records regarding inspections; posts inspections into computer;
- Participates in emergency response operations as required in a declared emergency by Board officials; completes required NIMS training as a condition of employment;
- Performs related tasks as required.

Knowledge of the principles and practices of all types of building construction practices, materials and methods, and of stages of construction when possible violations and defects may be most easily observed and corrected. General knowledge of the Virginia Statewide Building Code and related codes and laws and ordinances. Ability to detect poor workmanship, inferior materials, and hazards of fire and collapse. Ability to read and interpret plans, specifications, and blueprints accurately and to compare them with construction in process. Ability to perform physically demanding work without choice or variety. To work in adverse weather conditions. Ability to contact building owners, contractors and the public and effect satisfactory working relationships. Firmness and tact in enforcing building codes.

High School Diploma or equivalent; Three (3) years of experience in building, electrical, plumbing, and mechanical codes enforcement and inspections work; Or equivalent training, education and/or experience. Possession of state certification in building, plumbing, electrical, mechanical, and residential inspections; and Valid driver's license in the Commonwealth of Virginia.

Position open until filled

Surry County Administrator's Office
Attn: HR Department
45 School Street
Surry, Virginia 23883
(757) 294-5271

Application forms can be obtained from the County Administrator's Office located in the Surry County Government Center at 45 School Street in Surry, Virginia or downloaded from the county's website at: www.surrycountyva.gov. The Government Center is open 9:00 a.m. – 5:00 p.m. Monday – Friday except holidays.

**SURRY COUNTY IS AN EQUAL
EMPLOYMENT OPPORTUNITIES EMPLOYER**