

Capital Projects Inspector I/II/III

\$45,704 - \$52,339 / year or higher DOQ + [Full-Time County Benefits](#)

James City County's General Services Department is seeking an individual to perform responsible (Inspector I/II) or experienced (Inspector III) work inspecting public construction sites in compliance with local and state regulations. There are three levels of Inspector distinguished by the level of work performed and the qualifications of the employee.

Inspector I - \$45,704 / year or higher DOQ

Inspector II - \$48,903 / hour or higher DOQ

Inspector III - \$52,339 / hour or higher DOQ

Responsibilities:

- Performs inspections of public construction sites to ensure projects are in compliance with local and state regulations and are in compliance with approved plans; issues inspection reports documenting required corrective action.
- Conducts field conferences and inspections with contractors, engineers, homeowner groups and citizens.
- Assists in the design of County initiated projects and provides technical information used in the designs.
- Performs periodic inspection of stormwater Best Management Practice (BMP) and drainage structures to ensure they are in conformance with County regulation and approved plans; performs plan review and analysis.
- Assists in the collection of field data required to evaluate existing County sites and vertical facilities or other capital projects; compiles historical data on storms for use in evaluating impact on future development.
- (Inspector III) Provides advanced construction supervision and contract administration for assigned County projects and drainage improvement/repairs projects including writing specifications, soliciting bids, evaluation of bids, and project administration to completion.
- This job is considered essential personnel and will be required to work during and following natural disasters and emergency situations.

Requirements:

- Any combination of education and experience equivalent to a high school diploma, preferably supplemented by courses in building construction technology; Bachelor's degree in engineering, hydrology, hydraulics, soil conservation, or related field preferred.
- Must possess, or be able to obtain with 30 days of hire, a valid Virginia driver's license and have an acceptable driving record based on James City County criteria.
- Knowledge of the principles and practices of engineering and construction as applied to horizontal and vertical construction; the techniques used to control erosion and sediment from construction sites; codes, principles, techniques and equipment used in one or more of the system areas of building, plumbing/mechanical/gas or electrical; principles and processes for providing customer service including setting and meeting quality standards for services, and evaluation of customer service.
- Skill in the use of computer software, especially Microsoft Office Suite and Bluebeam.
- Department of Environmental Quality (DEQ) Stormwater Management Inspector Certification preferred but not required.
- Ability to perform a broad range of inspection and plan reviews for public construction sites and facilities; recognize deficiencies in the work and effective corrective measures; maintain effective working relationships with contractors, County staff and the public; enforce codes, standards, specifications, programs, and construction documents with firmness, tact and impartiality.
- Additional training or certifications helpful but not required; Intermediate Work Zone Safety/ATSSA TCS, ACI Concrete Field Testing Technician Grade I certification, Virginia Department of Transportation materials certifications including Asphalt Concrete, Soils and Aggregate, and Pavement Marking.

For more information about the James City County General Services Department, please visit

<https://jamescitycountyva.gov/738/General-Services>.

[Click here](#) for full job description. Accepting applications until position is filled. Cover letters and resumes may also be attached, but a **fully completed application** is required for your application to be considered.

Only online applications to our website will be considered. To apply, please visit the James City County Career Center at <https://jobs.jamescitycountyva.gov>