

**CLASS TITLE: CHIEF MECHANICAL INVESTIGATOR
(BOARD OF MECHANICAL EXAMINERS)**

**Class Code: 02381700
Pay Grade: 30A
EO: C**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: In the Division of Workforce Regulation and Safety, to plan, supervise and review the work of subordinate investigators engaged in enforcing the rules, regulations and requirements of the State Board of Mechanical Examiners; to participate in and perform the most difficult investigations; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior and under the direction of the State Board of Mechanical Examiners with considerable latitude for the exercise of independent judgment; work is reviewed for conformance to the policies and instructions of the Board and for application of proper methods and techniques.

SUPERVISION EXERCISED: Plans, assigns, supervises and reviews the work of the inspectional personnel working for the Board of Mechanical Examiners.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, supervise and review the work of subordinate investigators engaged in enforcing the rules, regulations and requirements of the State Board of Mechanical Examiners.

To participate in and perform the most difficult investigations and prepare reports on these investigations.

To serve in a liaison capacity between the State Board of Mechanical Examiners and state, local and private agencies in matters concerning plumbing safety, investigations and codes.

To supervise and participate in investigations of the circumstances surrounding mechanical work reported to have been performed by licensed persons or the mechanical work of licensed persons alleged to be below the standards required by federal and state safety codes.

To provide assistance to local jurisdictions on complex mechanical problems as related to violations of federal and state codes.

To explain, interpret and provide information to interested parties concerning the pertinent policies, rules and regulations of the board.

To prepare regular and special reports concerning inspections and investigations with detailed findings and recommendations of appropriate action.

To cooperate with state and local officials in the investigation of fires and deaths reportedly caused by faulty mechanical installations.

To assist in the administration of written examinations given to applicants for journeyman and contractor licenses.

To assist in the research, preparation and revision of rules and regulations.

As necessary, to appear and testify as a witness at hearings and court proceedings.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the practices, techniques, tools, equipment and materials used in the pipefitting and refrigeration trades and skill in the application effectively apply such laws; a thorough knowledge of appropriate safety measures and precautions; the

ability to ascertain facts by personal contact and observation and examination of records; the ability to interpret and explain pertinent provisions laws and regulations; the ability to enforce laws and regulations with firmness and tact; the ability to supervise and review the work of subordinates assigned to assist; the ability to provide guidance and technical assistance to subordinates in the interpretation of pertinent state laws and regulations; the ability to provide testimony at hearings and court proceedings when required; the ability to establish and maintain effective working relationships in contacts with the public; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: employment as a pipefitter/refrigeration investigator or a mechanical investigator or inspector in a governmental agency or public utility; or, employment as a master mechanical contractor.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: At the time of appointment, must possess both a master pipefitter and a master refrigeration license, with a minimum of five (5) years employment in the State of Rhode Island as a journeyman and five (5) years as a contractor and must maintain such licenses as a condition of employment.

Class Created: July 1, 2012