

**TITLE OF GROUP OF CLASSES:**  
**TITLE OF CLASSES IN GROUP**

**SENIOR STATE BUILDING CODE OFFICIAL**

**Class Code:**

<b>BUILDING</b>	<b>02759701</b>
<b>PLUMBING</b>	<b>02759702</b>
<b>ELECTRICAL</b>	<b>02759703</b>
<b>MECHANICAL</b>	<b>02759704</b>
<b>ACCESSIBILITY</b>	<b>02759705</b>

**Pay Grade:** 28A  
**EO:** C

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To administer and perform inspectional work as mandated by the State Building Code within the area of specialization indicated in the title of the class of position; to perform the required inspections of all installations in the area of specialization under the jurisdiction of the State Building Commissioner; to travel out of state and make inspections of Rhode Island approved modular homes or mobile homes in accordance with the provisions of the state's contract with HUD and the National Conference of States on Building codes and Standards; to perform investigations related to consumer complaints; to assist in the implementation of those federal regulations which are required by law; to assist in the implementation of state law and regulations regarding the inspection of construction; to assist with the inspection of projects in the area of specialization for cities and towns in the absence of local inspectors; and to do related work.

**SUPERVISION RECEIVED:** Works under the general supervision of a superior with considerable latitude for independent judgement; work assignments are reviewed upon completion for conformance to instruction, codes, regulations and policies.

**SUPERVISION EXERCISED:** When directed to supervise the work of inspectors and other personnel assigned to assist.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

In the area of specialization indicated in the title of the class of position:

To conduct on-site inspections on all state projects under the jurisdiction of the State Building Commission.

To inspect work in progress as to its compliance with plans, specifications, standards and permits; to observe conditions and as necessary issue notices for correctness.

To respond to any questions relative to mode or manner of construction and materials used in the installation of work.

To interpret code provisions and recommend compliance procedures in order to satisfactorily comply to state laws, regulations, etc.

To travel out of state and make inspections of mobile or modular homes in accordance with the provisions of the state's contract with HUD and the National Conference of Building Codes and Standards.

To assist and/or substitute for local city and town inspectors when mandated by law.

To perform annual inspections of school facilities and community residences.

To be responsible for keeping inspection records and to prepare written and oral reports.

As required, to train state and local inspectors in the compliance and administration of the building code regulations and application of such regulations during on-site inspections.

To investigate the quality of workmanship related to consumer complaints regarding General Laws 5-65, 37-18-15, the Americans with Disabilities Act (ADA) and other pertinent regulations.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the principles and practices of building construction as it relates to the area of specialization indicated by the title of the class of position and the ability to apply such knowledge in the performance of on-site inspections for all state projects under the jurisdiction of the State Building Commission in order to determine compliance and to make recommendations to effect compliance; a thorough knowledge of state building code regulations, laws, etc.; the ability to interpret and apply construction plans and specifications; the ability to instruct and train building code officials/inspectors; the ability to mediate corrections to construction problems related to consumer complaint and investigations; the ability to maintain inspection records and compose written reports; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

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

Experience: Such as may have been gained through: employment as a building code inspection official or in a position involving the inspection of building construction, materials, accessibility or compliance.

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

**SPECIAL REQUIREMENTS:** At time of appointment, in the area of specialization indicated in the title of the class of position, a minimum of five (5) years experience in general building construction: a minimum of five (5) years experience and a Rhode Island master or journeyman plumbers license ; a minimum of five (5) years and a Rhode Island class A or class B electricians license; a minimum of five (5) years and a valid Rhode Island master pipefitters I and master refrigeration I contractors license. Must possess certification as a qualified building official/inspector in accordance with Section 23-27.3-107.6 and 23-27.3.107.7 of the Rhode Island General Laws as amended and must maintain such certification and licensure in the area of specialization as a condition of employment. Must possess and maintain a valid Rhode Island Motor Vehicle Operator's License.

Revised: December 19, 2003

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