



City of Kansas City, Missouri Job Class Specification

Job Title:	SENIOR CONSTRUCTION CODE INSPECTOR	Department:	MULTI
Job Code:	3608	Status:	NONEXEMPT
		Grade:	L-8

Summary

This classification describes a multidiscipline construction code enforcement officer responsible for the enforcement of building codes, zoning ordinances and other applicable ordinances. This position entails a great degree of difficulty in applying the highly technical provisions found in building codes and associated standards, as well as zoning ordinances and other applicable ordinances related to the construction industry and the community at large.

Duties and Responsibilities

- Conducts field inspections during various stages of construction to ensure code compliance.
- Evaluates and analyzes a wide variety of structural, mechanical, electrical, sprinkler and plumbing installations for code compliance.
- Inspects and monitors the application and the proper use of construction related materials.
- Reviews and analyzes architectural/engineering plans and specifications, shop drawings, research reports, special inspection reports and other technical data for the purpose of determining whether an installation is code compliant or for the issuance of permits.
- Applies engineering principles and practices in the technical examination and analysis of wood structures, simple steel and masonry structures.
- Performs electrical load calculations, plumbing calculations and analyses of soil conditions.
- Inspects and monitors the installation, maintenance/repair of elevator equipment per elevator safety codes.
- Conducts and monitors the acceptance test and the periodic testing of elevator equipment.
- Responds to complaints generated from citizens, staff, contractors, design professionals or other interested parties as they relate to assigned areas of responsibility.
- Conducts legal investigations to determine whether violations of building codes, zoning ordinances, flood plains, parking stations or other applicable city ordinances exist.
- Prepares cases for review by the city prosecutor and gives testimony in court.
- Prepares clear, concise and consistent reports noting specific code violations and items inspected in order to clearly communicate intent to interested parties.
- Reviews and interprets building codes per modern construction methods and engineering practices.
- Serves as a team captain during joint inspections/investigations.
- Performs related duties as required.

Technical Skills

Considerable knowledge of:

The materials, methods and practices involved in the construction trade standards, inspection practices, testing devices and corrective measures applicable to building codes and regulations.

Ability to:

Develop and maintain a professional image.

Develop and maintain positive working relationships with builders, contractors, design professionals, other staff members and the general public.

Express oneself with clarity and conciseness both orally and in writing.

Deliver quality service in a manner that minimizes conflict.

Work under stressful conditions.

Defuse hostile situations and resolve conflict.

Accept direction and work independently.

Apply independent judgment based on sound reasoning and logical thinking.

Enter and maintain inspection data on a computer system.

Use two-way voice radio equipment.

Use and manipulate any tools or testing equipment associated with conducting an inspection.

Education and Experience

Accredited Bachelor's degree with major course work in engineering, architecture, fire science construction technology or construction management and one (1) year acceptable codes inspection or construction trade experience.

OR

High school graduation and five (5) years of acceptable codes inspection or construction trade work experience.

OR

An equivalent combination of education and experience.

Certificates/ Licenses/Special Requirements

- Must pass a background check, pre-employment drug screen and post-offer physical examination as prescribed by the City.
- Must possess a valid State –issued driver's license in accordance with the City of KCMO policies.

▪ **Must possess the following certificates from the International Code Council (ICC):**

- ICC Residential Building Inspector – B1
- ICC Residential Electrical Inspector – E1
- ICC Residential Mechanical Inspector – M1
- ICC Residential Plumbing Inspector – P1
- ICC Commercial Building Inspector – B2
- ICC Commercial Electrical Inspector – E2
- ICC Commercial Mechanical Inspector – M2
- ICC Commercial Plumbing Inspector – P2

And one of the following certificates:

- NCPCCI Elevator General – 6B
- ICC Accessibility Inspector/Plans Examiner -- 21
- NAESA Qualified/Certified Elevator Inspector (QEI/CEI)

- Inspectors assigned to the Elevator workgroup, in addition to requirements above, must also:

Obtain Qualified/Certified Elevator Inspector (QEI/CEI) certification as awarded by NAESA International within eighteen (18) months following date hired or assigned to the workgroup.

- For individuals in this job classification or with exams passed prior to (effective date), the following certificates administered by the National Certification Program for Construction Code Inspectors (NCPCCI) may be substituted for the corresponding ICC certificate as shown:
 - NCPCCI Building Inspector One- and Two-Family Dwellings – 1A or ICC Residential Building Inspector – B1
 - NCPCCI Electrical Inspector One- and Two-Family Dwellings – 2A or ICC Residential Electrical Inspector – E1
 - NCPCCI Mechanical Inspector One- and Two-Family Dwellings – 4A or ICC Residential Mechanical Inspector – M1
 - NCPCCI Plumbing Inspector One- and Two-Family Dwellings – 5A or ICC Residential Plumbing Inspector – P1
 - NCPCCI Building General – 1B or ICC Commercial Building Inspector – B2
 - NCPCCI Electrical General – 2B or ICC Commercial Electrical Inspector – E2
 - NCPCCI Fire Protection General – 3B or ICC Commercial Building Inspector – B2
 - NCPCCI Mechanical General – 4B or ICC Commercial Mechanical Inspector – M2
 - NCPCCI Plumbing General – 5B or ICC Commercial Plumbing Inspector – P2
- And one of the following:
 - NCPCCI Elevator General– 6B from NCPCCI or
 - ICC Accessibility Inspector/Plans Examiner – 21
 - NAESA Qualified/Certified Elevator Inspector (QEI/CEI)
- Inspectors assigned to the Elevator workgroup, in addition to requirements above, must also:

Obtain Qualified/Certified Elevator Inspector (QEI/CEI) certification as awarded by NAESA International within eighteen (18) months following date hired or assigned to the workgroup.

**Supervisory
Responsibility**

May act as a lead worker

**Supervision
Received**

Work is performed under general supervision.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created

9/06

Revised

9/08, 04/18, 09/21, 8/2022