



# COLORADO RIVER INDIAN TRIBES

## *Human Resources*

26600 Mohave Road

Parker, Arizona 85344

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## VACANCY ANNOUNCEMENT

**April 30, 2019**

**#84-19**

Department: CRIT Building & Safety Department

Position: Building Inspector (Exempt)

Reports To: Tribal Council Chairman

Salary: DOE

### Job Summary:

Building inspectors ensure that construction meets codified requirements. Building inspectors examine buildings, highways and streets, sewer and water systems, dams, bridges, and other structures. Building inspectors check the structural quality and general safety of buildings. They also inspect electrical; heating, ventilation, air-conditioning, and refrigeration (HVACR); and plumbing systems. Inspectors perform an initial check during the first phase of construction and follow up inspections throughout the construction project. When the project is finished, they perform a final, comprehensive inspection and provide written and oral feedback related to their findings. Building inspectors ensure that construction meets local and national building codes and ordinances, zoning regulations, and contract specifications.

### Duties & Functions:

1. Perform a full range of inspection and evaluation of residential and non-residential buildings and structures (which may include complex structural and non-structural components, including plumbing, mechanical, and electrical and fire protection systems) for compliance with the appropriate codes, other applicable regulations, and approved plans and specifications.
2. Investigate complaints and make inspections of existing buildings to determine if hazardous or illegal conditions exist relating to residential and commercial buildings and their use.
3. Prepare written reports; maintain records; issues notices to correct code violations and testify in court regarding violations.
4. Read, research, and objectively explain and interpret building code requirements along with other laws pertaining to regulation of buildings, and tactfully communicate, orally and in writing, with the general public, while maintaining effective relationships.
5. Independently recognize, evaluate and properly resolve unique problems or situations requiring the exercise of good judgment.
6. Assist construction industry representatives and general public with permit needs.
7. Perform various office and other duties as assigned; conduct business license reviews.
8. Perform other related duties as assigned by supervisor.



9. Follow established Tribal policies and those outlined in the Colorado River Indian Tribes Employee Handbook.
10. Other duties may be assigned at the discretion of the Director or designee to fulfill the Department's needs, objectives and/or goals.

### **MINIMUM MANDATORY QUALIFICATIONS:**

#### **Experience:**

1. Must have at least two (2) years experience as a building inspector.
2. Must have at least three (3) years trade experience in structural aspects of building construction.

#### **Education:**

1. High School Diploma or equivalent GED is a minimum requirement preferably supplemented by additional training in building inspection, structural engineering, or a related field.
2. An Associate Degree in engineering, architecture, building inspection or related field a plus.

#### **Licenses and Certification:**

1. Current valid state issued driver's license is required for employment
2. Must possess and maintain ICC Building Code certifications including building, plumbing, mechanical and electrical.

### **KNOWLEDGE, SKILLS, ABILITIES (KSA'S) AND OTHER QUALIFICATIONS:**

- Knowledge of codes and ordinances related to disabled and public access.
- Principles and techniques of building inspection.
- Knowledge of building construction, materials and methods.
- Experience in building construction for commercial and residential buildings.
- Pertinent state and local laws.
- Issue permits related to Uniform Building , Uniform Housing, Uniform Plumbing, Uniform Mechanical, Uniform Abatement of Dangerous Buildings, and Uniform Fire codes and regulations.
- Ability to provide excellent customer service.
- Ability to work and respect fellow employees and clients.
- Review plans to ensure they meet building codes, local ordinances, zoning regulations, and contract specifications.
- Approve building plans that are satisfactory.
- Monitor construction sites periodically to ensure overall compliance.
- Use survey instruments, metering devices, and test equipment to perform inspections.
- Inspect plumbing, electrical, and other systems to ensure that they meet code.
- Verify alignment, level, and elevation of structures to ensure building meets specifications.



- Issue violation notices and stop-work orders until building is compliant.
- Keep daily logs, including photographs taken during inspections.
- Provide written documentation of findings.

### **WORK ENVIRONMENT:**

Typically work outdoors, in weather that can reach 110 Degrees. Works primarily in an outdoor environment which includes construction/project sites and requires moving about safely; climbing ladders, walking on uneven surfaces; stooping, crawling, working in difficult weather conditions (hot and cold), working in confined areas; and working around various construction equipment. Office duties include sitting for periods of time.

#### **Physical demands:**

Strenuous physical work. Must be able to lift at least 50 Pounds.

#### **Mental demands:**

Must be able to work in a fast-paced environment. Self-confident and multi-tasking. A planner and implementer. Organized and self-starting. Team oriented.

*Disclaimer:* The information on this position description has been designed to indicate the general nature and level of work performance by employees in this position. It is not designed to contain, or be interpreted as, a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. Employees will be asked to perform other duties as needed.

**For Employment Application visit: <http://crit-nsn.gov>**

**Submit completed application to: CRIT Human Resource Department  
26600 Mohave Road  
Parker, Arizona 85344**

#### **APPLY:**

##### **COLORADO RIVER PREFERENCE:**

Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

##### **C.R.I.T. Offers**

Health and Life Insurance, Paid Holidays, Sick and Annual Leave and Pension Plan. Pre-employment drug screening is required.

