

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Stormwater Construction Inspector

Department: Environmental/Public Works

Pay Grade: 508

FLSA Status: Non-Exempt

Job Code: E711

JOB SUMMARY

The purpose of this classification is to perform technical inspections of development sites and construction projects to determine compliance with all City codes, specifications, and details regarding public and private storm infrastructure. Provides interpretations and explanations of codes, specifications, and details and corrective requirements.

ESSENTIAL JOB FUNCTIONS

- Interacts and communicates with groups and individuals on inspection related topics; provides interpretation and assistance with code definitions to the public, staff, developers, and related parties; conducts construction meetings with City staff, developers, and contractors; responds to reports of alleged ordinance or code violations and drainage issues; advises utility company subcontractors on erosion control requirements; assists in presenting educational information concerning erosion control, environmental impact of storm water pollution, and other topics; works with City and State DOT to ensure project compliance.
- Performs site inspections on stormwater infrastructure to ensure compliance; notes code violations; provides recommendations for corrective actions to developers, contractors or property owners; conducts re-inspections to ensure corrective measures have been taken; conducts inspections for the release of maintenance bonds; notifies relevant parties of related problems.
- Conducts inspections of development sites and construction projects to determine compliance with all City, County, State, and Federal codes to ensure compliance; conducts site re-inspections of construction and development sites to determine if corrective

compliance has been met; provides recommendations for citations if a site remains non-compliant after written notification.

- Communicates with supervisor, employees, other departments, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems; responds to requests for service or assistance. Disseminates information to various organizations and governmental agencies.
- Maintains a comprehensive, current knowledge of applicable policies, procedures, codes, regulations, specifications, details; conducts research and maintains an awareness of new issues, methods, equipment, trends and advances in the profession; reads updates and other professional literature; maintains professional affiliations; participates in continuing education activities; attends meetings, conferences, workshops and training sessions as appropriate.
- Reviews variety of testing procedures relative to the inspections process.
- Operates a personal computer and surveying equipment as necessary to complete essential functions.
- Performs other related duties as required.

MINIMUM QUALIFICATIONS

Education and Experience:

Requires a High school diploma or GED; three (3) years of experience in construction or engineering inspections; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Licenses or Certifications:

- Must have certification in Environment Sediment Control from Georgia Soil and Water Conservation Commission and Land Development Inspector II or higher.
- Possess and maintain a valid Georgia driver's license with a satisfactory motor vehicle record (MVR).

Knowledge, Skills and Abilities:

- Knowledge of IDDE related inspections, GIS mapping tools and software are beneficial.
- Knowledge of the development process, stormwater infrastructure, hydrology and hydraulics are beneficial.
- Skills in communication, both written and oral.
- Ability to learn, comprehend, and apply all city or departmental policies, practices, and procedures necessary to function effectively in the position.
- Ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion with recommended actions, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.
- Ability to apply principles of persuasion and/or influence over others. Requires regular interaction with the public. Must be able to manage potentially rude/irate customers.
- Ability to use a computer and may require use of surveying equipment.

- Ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.
- Ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs.
- Ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.
- Ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

PHYSICAL DEMANDS

The work is light work which requires the ability to exert very moderate effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-25 pounds). Tasks may involve extended periods of time at a keyboard or work station. Tasks also require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

WORK ENVIRONMENT

Work is regularly performed with exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, smoke, temperature extremes, hazardous materials, toxic agents, animal/wildlife attacks, water hazards, pathogenic substances, or rude/irate customers.

The City has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

The City of Roswell, Georgia commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.