



BUILDING INSPECTOR SPECIALIST (ELECTRICAL)

The City of Fremont is seeking an effective individual who is detail oriented and has the knowledge and experience in the areas of building safety and compliance to join the Building Inspection Division of the Community Development Department.



**Next Review of Applications:
12 Noon, April 4, 2019**

ABOUT US

Fremont is a well-managed and innovative city, and has recently generated national attention by placing in Money Magazine's top 50 "Best Places to Live 2016" in the country, and ranking 4th on the "Most Family Friendly" list of California cities by Estately. Located in the heart of the Bay Area and Silicon Valley, Fremont prides itself on innovation, green technology, a low crime rate, great schools, a low unemployment rate, quality parks and nearby open space, and an incredibly diverse population of over 231,664 residents. As a full service city, Fremont employs over 937 regular employees and has a General Fund budget for FY 18-19 of approximately \$205.7 million.



Fremont is an employer that values its people, creativity, quality service, integrity, open communication, collaboration, mutual respect, and diversity. Employees find their work challenging, yet rewarding, and most importantly, enjoy the chance to make a difference through public service.

[Think Fremont!](#)

THE DEPARTMENT

The Community Development Department provides community planning, engineering, code enforcement, and building permit and inspection services. Using the City's General Plan and zoning and subdivision ordinances, the Department acts as the steward of the community by assisting the public through mandated development project reviews, the subdivision of land, and related public improvement plans.

To safeguard life, health, property, and the public welfare, the Department is also responsible for ensuring that buildings and public improvements are designed and constructed according to established standards and governing regulations. The City's capital assets - such as streets, parks, and public buildings - are designed and constructed under the Department's auspices.

WHAT IS A TYPICAL DAY LIKE FOR THE BUILDING INSPECTOR SPECIALIST—ELECTRICAL?

- Perform inspections, plan check, and related duties in the specialized field of electrical building inspections.
- Investigate unlisted equipment and suspect substandard installations to determine product equivalency.
- Resolve disputes over interpretation and application of building codes.
- Review building plans to determine compliance to specialized systems and methods and schedules of inspection.
- Meet with City officials, business representatives and the general public to discuss specialized facets of inspection, including procedures and problems.
- Represent the City at meetings and conferences.
- Review and approve building permits.
- Train staff in assigned building inspection specialty.
- Perform combination building inspection duties.
- Prepare correspondence and reports.

- Maintain building inspection records.
- Utilize computer for tracking projects, writing, and generating reports.

QUALIFICATIONS

The successful candidate will have any combination of education and/or experience that has provided the knowledge, skills and abilities necessary for satisfactory job performance. A typical way to obtain the required knowledge and skills would be: Graduation from high school or equivalent, and two years experience in building inspection work, including one year in the specialized field of electrical inspections. In addition, incumbents must have a minimum of two years of experience equivalent to Building Inspector II in the City of Fremont.

REQUIRED LICENSES & CERTIFICATES

- ICC Certification as a Residential Building Inspector and a Commercial Building Inspector, and three specialty certificates (residential or commercial mechanical, electrical, plumbing) with a minimum of two commercial specialty certificates. Specialists must also have both Residential and Commercial trade certifications in the position's specialty. ICC Fire Inspector II, NICET, or OSFM Fire Inspector may substitute as one commercial specialty certificate. Certification with the Certified Access Specialist program (CASp) is highly desirable. Failure to maintain state-mandated certification will result in termination. (Health and Safety Code, Sections 18965 through 18970).
- Possession of, or ability to secure, a valid Class C California Driver License at time of appointment.

WHAT WE ARE LOOKING FOR IN A CANDIDATE

The City is searching for a self-motivated individual to join our team. In addition to the minimum qualifications and required licensures candidates must have strong customer service skills and the ability to perform a variety of complex building inspection functions. The Building Inspector Specialist must demonstrate the ability to communicate effectively orally and in writing, with the ability to be sensible, respectful, and patient working in a diverse environment. Experience with a public agency is not required but is definitely a plus.

COMPENSATION & BENEFITS

The annual salary is \$99,104 — \$120,462 depending on qualifications. Fremont offers an attractive benefits package, which includes, but is not limited to: CalPERS retirement plan, paid holidays, medical, dental and other city paid benefits. A complete benefits summary can be found at Fremont.gov or by using this link:

[Benefits Summary](#)

This position is represented by the CFEA bargaining unit. The probationary period for this position is 12 months.





Tentative Recruitment Schedule

Next Review of Applications: 12 Noon, April 4, 2019

Oral Board Interviews: April 18, 2019 (tentative)

Departmental Interviews: To be determined

READY TO APPLY?

To be considered for this position, apply online by submitting a completed City application, resume and cover letter through our on line application system: www.fremont.gov/cityjobs

The testing process for this position may include an individual and/or panel interview, fingerprint check, background investigation, and medical evaluation. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

The City of Fremont is an Equal Opportunity Employer.

Reasonable Accommodation

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities. Please advise Human Resources of any special needs a minimum of 5 days in advance of the selection process by calling (510) 494-4660.

19CD05
HUMAN RESOURCES DEPARTMENT
City of Fremont
3300 Capitol Avenue, Building B
Fremont, CA 94538
Phone: (510) 494-4660



BUILDING INSPECTOR SPECIALIST (ELECTRICAL) - SUPPLEMENTAL QUESTIONNAIRE

GENERAL INFORMATION:

The completion of this supplemental questionnaire is required for your application to be considered for the Building Inspector Specialist position, and is an integral part of the examination process.

This supplemental questionnaire will be used to assess your experience as it relates to the position of Building Inspector Specialist. Your responses will be evaluated and will assist in determining which applicants will receive further consideration in the examination process.

Your responses must be verifiable with the information on your application.

DIRECTIONS:

When you apply online you will be asked to respond to the following questions:

1. How many years of professional experience do you have performing building inspections?
 - None
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years to less than 4 years
 - 4 years to less than 5 years
 - 5 years or more

2. How many years of professional experience do you have performing electrical inspections?
 - None
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years or more

3. Do you possess ICC Certification as a Residential Building Inspector?
 - Yes
 - No

4. Do you possess ICC Certification as a Commercial Building Inspector?
 - Yes
 - No

5. Indicate the specialty inspection certifications you possess (check all that apply).

- ICC Residential Mechanical
- ICC Residential Electrical
- ICC Residential Plumbing
- ICC Commercial Mechanical
- ICC Commercial Electrical
- ICC Commercial Plumbing
- ICC Fire Inspector II
- NICET Certification
- OSFM Fire Inspector
- CAsp (Certified Access Specialist program)
- Other

6. If you checked "other" above, list the certification(s) you currently possess.