



Now Hiring!

Combination Inspector

Salary Range 23

Annual: \$47,709 - \$66,797

Hourly: \$22.94 - \$32.11

JOB SUMMARY

Under the general direction of the Planning, Development and Inspections Director/Chief Building Official, this position inspects buildings, construction sites, signs, and building components for compliance with various codes, ordinances and regulations. Reviews and interprets plans, inspects projects and structures, meets with contractors, builders, property owners, and other interested parties to enforce codes, city ordinances and issue permits.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Perform residential and commercial inspections during various stages of construction and remodeling (including mechanical, electrical and plumbing); enforce compliance with applicable codes, ordinances and regulations; recommend modifications and adjustments as necessary.
- Perform Certificate of Occupancy inspections.
- Review, read and interpret building construction plans and building construction codes and ordinances, efficiently and effectively.
- Confer with architects, contractors, engineers, builders and the general public; explain and interpret requirements and restrictions of adopted codes and ordinances.
- Communicates effectively and courteously with the public and private sectors orally over the phone, in person and in writing via email.
- Coordinate the permitting process between developers and other City departments; respond to questions; mediate and resolve conflicts and complaints.
- Provide responsible staff assistance to the Chief Building Official, Building Official and prepare and present staff reports and other necessary correspondence when required.
- Prepare reports and logs in support of the inspections department.
- Maintain files and reports regarding inspection activities
- Investigate complaints, and issue citations for violations when necessary.
- Conduct research for recommendation of modifications to building codes, policies, and procedures. e.
- Keep records, prepare documents, and testify during administrative and judicial hearings as needed.
- Review, interpret, and inspect for compliance with sign ordinances.
- Perform inspections on substandard buildings and attend hearings as needed.
- Assist in City on-site sewage facility operations.

MINIMUM QUALIFICATIONS:

Education and Experience:

- High School Diploma or equivalent. Bachelor's degree from an accredited college or university with major coursework in engineering, architecture or other related field is preferred.
- Five years increasingly responsible experience in multi-discipline residential and commercial inspections.
- Texas State Plumbing Inspector license required or ability to obtain within one year of employment.

- Valid Class C Texas Driver's License with approved driving record required.
- Possession of TCEQ On-Site Sewage Facility Designated Representative license is desired or ability to obtain within one year of employment.
- Possession of International Code Council certification as Building Inspector is desired.
- Possession of International Code Council certification as Residential Combination Inspector is desired.

Skill in:

- Use of Microsoft Word and Excel and Operating standard office equipment and a variety of software applications.
- Remaining current with new technology and participate in continuing education.
- Preparing detailed and comprehensive reports and communicating clearly and concisely, both orally and in writing.
- Review and comprehension of Construction drawings and specifications and standards to document and ensure conformance of work during construction inspections.

Physical Demands / Work Environment:

Work is performed indoors and outdoors, including field work during inclement weather and extremes. Some lifting, bending, stooping, twisting, crawling, climbing, kneeling, and reaching above the shoulder is required. Working at heights is sometimes necessary. Must be able to work sitting, standing, and/or moving about for periods of time. Must be able to operate all assigned equipment, including a motor vehicle.

To Apply:

Download the City of Ennis application online at: <https://www.ennistx.gov/departments/HumanResources/jobs>. Submit the completed application to Human Resources at 107 North Sherman, Ennis, TX 75119. Completed applications may be e-mailed to humanresources@ennistx.gov or faxed to (972) 875-2301.

AN EQUAL OPPORTUNITY EMPLOYER AND DRUG-FREE WORKPLACE