

Posted 6-27-24

JOB POSTING

Building Inspector

The City of Harrah is accepting applications for a full-time Building Inspector.

This is responsible enforcement work in the skilled inspection of all residential, commercial, and industrial building construction; and, in the review of proposed building construction and/or development plans to assure compliance with the City's building and zoning codes, ordinances, housing code compliance and enforcement work.

This incumbent inspects residential, commercial, and industrial structures that are under construction or being altered or remodeled. Each structure is inspected for safety, sanitation, zoning and component systems (building, electrical, heating, air conditioning, plumbing, and related installations.).

An employee in this class is responsible for reviewing building plans and schematics for additions and structural alterations of existing or new buildings for proper compliance with City building codes and for inspecting the actual work to assure that what is constructed or altered adheres to such codes. The incumbent also handles the formal aspects of building permit application processing, enforces zoning ordinances, inspects structures for safety violations, and provides guidance to builders, developers, and citizens on zoning and/or building code questions. The incumbent receives direct supervision from the City Planner. The work is regularly reviewed through written reports, conferences and observation of departmental results obtained.

Applicants must meet the following requirements:

- Certified within 6 months from date of hire as a certified/licensed Building Inspector by the State of Oklahoma
- Skill in reading and interpreting engineering and architectural plans, specifications, and blueprints
- Skill in making sound technical recommendations
- Knowledge of major types of building construction, methods, materials, equipment, and codes, etc.
- Ability to read, understand, and interpret ordinances, laws, and other operating procedures and communicate orally and in writing
- Ability to exercise good judgement in the inspection situation, detect code violations and take appropriate action
- Ability to deal effectively with public and coworkers
- Ability and willingness to maintain strict confidentiality
- Must be able to climb stairs and ladders for inspections
- Must be able to work in unpleasant weather and requires continuous attention to safe working and operating procedures to ensure the safety of oneself and fellow citizens
- Must be able to pass background check
- Must have a valid Oklahoma Driver's License

Interested Applicants must submit the following items:

- Application
- Signed copy of job description

Please submit **ALL** documents to the City of Harrah, Attn: Human Resources, PO Box 636, Harrah, OK 73045 or delivered to Harrah City Hall, 19625 NE 23rd or email to financedirector@cityofharrah.com
Application and Job Description available on city website at www.cityofharrah.com.

Applications will be accepting until position is filled.
The City of Harrah is a Drug Free EOE.