



Office of Human Resources
Electrical Inspector - CJ2514
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General Statement of Duties

Inspects the installation and operations of electrical systems and fire alarms to ensure compliance with related codes within the Denver Building Code and Amendments related to the National Electric Code and the National Fire Protection Association, Article 72.

Distinguishing Characteristics

This class is distinguished from other trades inspector classes (Public Safety Inspector, Plumbing Inspector, Construction Inspector, and Mechanical Inspector) that inspect other specific, licensed and/or certification trades areas. The Electrical Inspector is distinguished from the Chief Trades Inspector class that performs supervisory work over trades inspectors engaged in the enforcement and compliance of related codes within Denver Building Code, Amendments, and other codes related to the specific trades area.

Level of Supervision Exercised

By position, performs lead work.

Essential Duties

Performs complex on-site inspections of new and existing electrical and fire alarm installations and operations in all classes and occupancies of buildings to ensure and enforce compliance with the Denver Building Code and Amendments related to the National Electric Code and the National Fire Protection Association, Article 72.

Determines compliance or non-compliance with code requirements and recommends appropriate corrections, enforcement, and/or compliance action to remedy the compliance issue(s).

Investigates complaints of code violations, recommends appropriate corrective and/or enforcement action which may include issuing "stop work" orders, summons, and/or canceling permits; and reinvestigates to verify code compliance.

Interprets and explains rules, regulations, ordinance, and standards to property owners, contractors, and the public.

Prepare written reports and maintains records of inspections performed.

Complies with standard safety rules and procedures common to the trade.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Attention to Detail - Is thorough when performing work and conscientious about attending to detail.

Decision Making - Specifies goals and objectives to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the alternative in order to make a determination, draw conclusions, or solve a problem.

Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs or tables; applies what is learned from written material to specific situations.

Self-Management – Sets well-defined and realistic personal goals; displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner; works with minimal supervision; is motivated to achieve; demonstrates responsible behavior.

Written Communication – Composes, reviews, edits, and issues written materials for diverse audiences and communicates purpose in a succinct and organized manner that is appropriate for context, time, and place.

Knowledge & Skills

Knowledge of the principles and practices of inspection work sufficient to be able to monitor and enforce compliance. Refers to specialized knowledge that is acquired through formal training or extensive on-the-job experience.

Skill in conducting investigations to ensure compliance with applicable rules, regulations, standards, and codes.

Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

Experience Requirement

Three (3) years of experience as a journeyman or master electrician.

Education & Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

Requires a valid Journeyman Electrician's License or Master Electrician License issued by the State of Colorado at the time of application.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Atmospheric Conditions: conditions that affect the skin, eyes or respiratory system.

Potential exposure to cement dust.

Potential exposure to cold weather conditions (indoor/outdoor).

Potential exposure to dust.

Potential exposure to extreme temperature changes.

Potential exposure to hazards from electrical/mechanical/power equipment.

Potential exposure to hazards of steam and heat.

Potential exposure to heat temperatures, hot enough to cause bodily discomfort.

Potential exposure to heat, wetness, odors in kitchen and/or patient areas.

Potential exposure to hot and humid work environment.

Potential exposure to housekeeping/cleaning agents/chemicals.

Potential exposure to odors in animal areas.
 Potential exposure to odors in kitchen and animal areas
 Potential exposure to odors in kitchen and/or patient areas.
 Potential exposure to temperature changes: variations in temperature from hot to cold.
 Potential exposure to varying degrees of kitchen elements.
 Handles absentee replacement on short notice.
 Handles emergency or crisis situations.
 Noise: sufficient noise to cause distraction.
 Personal Safety: aware of surroundings, people, and events.
 Pressure due to multiple calls and inquiries.
 Subject to hazards of flammable or explosive gases.
 Subject to injury from moving parts of equipment or vehicles.
 Subject to long, irregular hours.
 Subject to many interruptions.
 Subject to precarious or high locations.
 Subject to pressure for multiple calls, inquiries, and interruptions.
 Subject to varying and unpredictable situations.
 Subject to: traffic, roadways, and pedestrians.
 Subject to: vibrations and strain on the body to cause bodily harm if endured daily.
 Temperature Changes: variations in temperature from hot to cold.
 Temperature Changes: Variations in temperature from hot to cold when works in the field.
 Wet: frequent contact with water or other liquid.
 Wet: frequent contact with water, liquid, chemicals, or sanitary sewage.
 Works in confined, uncomfortable or awkward locations.

Level of Physical Demand

3-Medium (20-50 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Agility: bends, stretches, twists, or reaches out with the body, arms, or legs.
 Balancing: maintaining body equilibrium to prevent falling over.
 Carrying: transporting an object; usually by hand, arm, or shoulder.
 Climbing: ascending or descending objects usually with hands and feet.
 Climbing: Ascending or descending objects
 Color vision: ability to distinguish and identify different colors.
 Crawling: moving about on hands and knees or hands and feet.
 Crouching: bending body downward and forward by bending legs.
 Depth Perception: ability to judge distances and space relationships.
 Eye/Hand/Foot Coordination: performing work through the use of two or more.
 Feeling: perceiving attributes of objects by means of skin receptors.
 Feeling: perceiving attributes of objects by means of spoken word.
 Field of Vision: ability to adjust vision to bring objects into focus.
 Field of Vision: ability to see peripherally.
 Fine Dexterity: Coordinate eye-hand to operate a vehicle, reach, hold, grasp and turn objects.
 Fingering: picking, pinching, or otherwise working with fingers.
 Handling: seizing, holding, grasping, or otherwise working the hand(s).
 Handling: seizing, holding, grasping, or otherwise working with fingers.
 Hearing/Talking: Hear and determine direction of sound.
 Hearing: perceiving the nature of sound by the ear.

Kneeling: bending legs to come to rest on one or both knees.

Lifting: raising or lowering objects weighing no more than 50 pounds, from one level to another.

Mathematical reasoning

Memorization

Mental Demands: mathematical reasoning, memorization, oral comprehension, spatial orientation, and written comprehension.

Neck Flexion: Moving neck upward/downward.

Oral Comprehension

Physical Strength: exerts maximum muscle force to lift, push, pull, or carry objects and performs moderately laboring work.

Pulling: Exerting force upon an object so that it is moving to the person

Pushing/Pulling: Push/pool animals, kennel, equipment, etc.

Pushing: exerting force upon an object so that the object is moving away from the person.

Reaching: extending the hand(s) and arm(s) in any direction.

Repetitive motions: Making frequent movements with a part of the body.

Sitting: remaining in the normal seated position.

Standing: remaining one one's feet in an upright position.

Stooping: Bending the body by bending the spine at the waist.

Talking: Expressing or exchanging ideas by means of spoken words

Vision Far acuity: ability to see clearly at 20 feet or more.

Vision Near acuity: ability to see clearly at 20 inches or less.

Vision: To observe animal behavior, read signs, and reading colors.

Walking: moving about on foot on uneven surfaces.

Walking: moving about on foot.

Written Comprehension.

Background Check Requirement

Criminal Check

Employment Verification

By position, Motor Vehicle Record

Licenses/Certification

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: J-621

FLSA Code: N

Established Date: 9/21/2018

Established By: LS

Revised Date:

Revised By:

Class History: