

Housing Inspector II

PURPOSE AND NATURE OF WORK

Positions in this classification are responsible for the post-construction inspection of residences to ensure continued compliance with applicable codes and regulations. Incumbents in this class work independently on field inspections, exercising discretion and technical judgment in carrying out assigned duties, but consult with a supervisor on difficult or unusual cases. Positions so classified are responsible for making recommendations for residential or commercial condemnation and administering the condemnation process. Incumbents may supervise positions classified as Housing Inspector I. Work is performed under the supervision of the Building Official.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Assists the Building Official in administering the International Property Maintenance Code.

Conducts interior and exterior inspections of residences and makes field notes of any violations of applicable codes and regulations.

Informs property owners of the violations, offers suggestions for improvement that will bring the structure up to code, and conducts follow-up inspections to insure corrections were made to bring the structure up to code.

Maintains thorough and accurate records of completed inspections, violations noted, and prepares related reports.

Verifies ownership of property via Clerk of Courts' records.

Presents recommendations to the City-Parish Council to condemn residential structures and administers the condemnation process.

Assists and offers advice to Housing Inspector Is in response to difficult and/or unusual cases.

Performs related work as required.

NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS

Knowledge of the International Property Maintenance Code as it applies to housing.

Knowledge of laws, regulations, and codes relating to the post-construction inspection of housing.

Ability to interpret and enforce laws, regulations, and codes relating to the post-construction inspection of housing.

Knowledge of possible defects and flaws, effective corrective measures, and the ability to detect and locate such defects and flaws, as relevant to the applicable code.

Ability to read and interpret blueprints, sketches, and drawings.

Some knowledge of basic computer operations and related software, and the ability to learn software programs related to inspection and notification operations.

Ability to establish and maintain effective working relationships with property owners, occupants, contractors, supervisors, employees, and the general public.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from high school, vocational coursework in the building trades, some experience in either residential inspection or construction work, and/or any equivalent combination of training and experience.