

HEALTH AND SAFETY CODE INSPECTOR Tompkins County

Classification: Competitive

Labor Grade: 0

Approved: 0

MINIMUM QUALIFICATIONS: EITHER:

(a) Graduation from high school or possession of a high school equivalency diploma **AND** two years of full-time paid (or the equivalent part-time and/or volunteer) satisfactory experience in building construction, inspection, code enforcement, or a closely related field; **OR**

SPECIAL REQUIREMENTS:

(a) Eligibility for New York State driver's license at the time of application.

Possession of the license at the time of appointment.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

DISTINGUISHING FEATURES OF THE CLASS:

Inspects multi-unit residential buildings to determine and secure compliance with the Village Health and Safety Code. This class differs from that of Building Inspector in that inspections performed by the Health and Safety Code Inspectors are not concerned with the technical aspects of building construction. Rather, they are interested in whether existing structures are maintained according to requirements of the Health and Safety code with respect to conditions such as heating, lighting, ventilating and sanitary facilities. Work is performed under the general direction of the Board of Trustees with wide leeway for independent decisions in the field. Reports of inspections are reviewed on the completion of field work.

TYPICAL WORK ACTIVITIES:

- Inspects existing multi-unit residential buildings for compliance with village health and safety code;
- Investigates complaints dealing with the Health and Safety Code and prepares reports of inspections made and violations found;
- Explains requirements of the local Health and Safety Code to property owners;
- Reports to appropriate inspectors suspected violations of the State and local codes;
- Maintains continuing contact with property owners regarding violations of the Health and Safety Code;
- Encourages property owners to improve and rehabilitate their property;
- Maintains records and issues reports on the inspections made;
- May be called upon to testify in court as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of the provisions of the village's ordinances establishing minimum standards for multi-unit residential housing;
- Good knowledge of the proper installation of heating, lighting, ventilating and plumbing fixtures;
- Working knowledge of building construction;
- Ability to recognize health and safety violations in respect to building maintenance;

- Ability to work independently in the field and establish and maintain cooperative relationships with others;
- Ability to present data clearly and concisely both orally and in writing;
- Good judgment;
- Physical condition commensurate with the demands of the position.