



Job Specification

Job Title: Construction Inspector
BCAT Code: 450X AG
Pay Grade: G15

Effective Date: April 1, 2007
Revision Date: February 1, 2007
FLSA Status: Exempt

General Description

Provides structural and technical inspection services for renovations, constructions, and maintenance in the areas of carpentry, electrical, plumbing, painting, and mechanical specializations for GSU building.

Examples of Duties

- Assists in the preparation and submission of cost estimate and construction progress reports.
- Attends and participates in pre and post construction meetings and schedules.
- Provides field inspection services for renovations, constructions, and maintenance.
- Coordinates compliance with building and safety codes
- Serves as technical inspection liaison on renovations, constructions, and maintenance.
- Assesses safety and risk management of inspection and compliance services.
- Provides other administrative and technical support for projects.
- Performs other inspection related duties as assigned.

Knowledge, Skills, and Abilities

- Knowledge of federal, state, local compliance codes, and construction cost estimation and inspection methods and practices.
- Knowledge in interpreting and evaluating construction drawings and draughts.
- Knowledge of computer software (Word, Excel, and Power point), and skilled trades specializations (carpentry, electrical, plumbing, painting, and mechanical).
- Ability to multi-task and perform life activities (climbing, walking, and entering non-confined areas).
- Effective time management, customer service, and organizational skills.
- Effective oral and verbal communication with external and internal customers.

Minimum GSU Hiring Standards

Bachelor's degree and three years of related experience; or combination of education and experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.