



## **City of Phoenix**

# **ELECTRICAL INSPECTOR I**

**JOB CODE 60210**

Effective Date: Rev. 1/17

### **DISTINGUISHING FEATURES OF THE CLASS:**

The fundamental reason this classification exists is to inspect new and existing electrical systems and equipment to ensure that materials and workmanship comply with approved plans and related City and national codes and ordinances. Compliance is ordered when violations are discovered. Difficult technical problems may be referred to a supervisor but employees work independently in the field and are responsible for making decisions requiring technical discretion, sound judgment and familiarity with a variety of electrical installation and repair problems. Employees in this class report to an Electrical Inspections Field Supervisor or the Electrical Inspections Supervisor who provide supervision and training designed to prepare incumbents for promotion to Electrical Inspector II.

### **ESSENTIAL FUNCTIONS:**

- Inspects new and existing wiring and electrical installations in multistory residential buildings and nonresidential buildings and structures of any size or height such as office buildings, manufacturing plants, health care facilities, retail stores, and schools to determine that installations conform with approved plans and/or applicable electrical codes and ordinances;
- Requires construction corrections to be made when deficiencies are discovered and assists builders and owners in determining methods to achieve code conformance;
- Informs builders, owners and other customers on electrical codes and other related regulatory requirements;
- Monitors an assigned geographical area to identify construction being performed without a permit or under dangerous conditions;
- Issues notices of violation where unsafe or illegal conditions exist and conducts follow-up inspections to ensure corrections are made;
- Investigates alleged violations of the City Construction Code and related ordinances;
- Performs inspections in accordance with approved plans and all disciplines;
- Performs electrical plans review for small building projects to determine compliance with applicable electrical codes;
- Maintains regular and reliable attendance.



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- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.

### Required Knowledge, Skills and Abilities:

#### Knowledge of:

- Materials and methods used in electrical wiring and equipment installations.
- Fundamental principles of electricity.
- Stages of construction when possible violations and defects may most easily be observed and corrected.
- The National Electrical Code and associated rules, regulations, ordinances, and standards.
- Mathematical principles required to perform related technical calculations.

#### Ability to:

- Detect possible defects and faults in electrical systems and recommend or stipulate appropriate remedial measures.
- Accurately read and comprehend construction plans.
- Objectively interpret and consistently apply code requirements and related standards in accordance with department policies.
- Learn job-related material primarily through oral instruction and observation which takes place mainly in an on-the-job training setting.
- Work cooperatively with other City employees and the general public.
- Communicate in the English language in person in a one-to-one setting.
- Perceive the full range of the color spectrum, such as when inspecting electrical wires.
- Produce written reports in the English language with clearly organized thoughts using proper sentence construction, punctuation and grammar.
- Keep accurate records.
- Measure distance with a tape measure.
- Use graphic instructions such as blueprints, schematic drawings, layouts, or other visual aids.
- Comprehend and make inferences from written material.
- Bend or stoop repeatedly or continually.
- Ascend and descend ladders or unfinished stairs without handrails and work at heights greater than 10 feet.
- Travel over rough, uneven or rocky surfaces and maneuver around scaffolding, bracing, or unfinished construction elements.
- Work safely without presenting a direct threat to the incumbent or others.
- Inspect dark or unlit construction using a flashlight.



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- Inspect content and quality of partially erected buildings, structures or building service equipment.
- Lift arm above shoulder level while measuring or performing inspections.

### **Additional Requirements:**

- Obtaining a combination of discipline specific commercial certifications or licenses may be required for some positions depending on department or section assignment.
- All positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for City business will be prohibited if the employee is not authorized to drive a City vehicle or if the employee does not have personal insurance coverage.
- Some positions will require the performance of other essential and marginal functions.

### **ACCEPTABLE EXPERIENCE AND TRAINING:**

Three years of experience as a journey-level electrician skilled in new or remodeling work on commercial, industrial and multistory residential electrical installations or certification by a model code agency as an electrical inspector. Other combinations of experience and education that meet the minimum requirements may be substituted.