



# A2JOBS

## [Development Services Inspector III – Mechanical](#)

City of Ann Arbor's Building Department is one of the busiest building departments in the State of Michigan. The department handles residential as well as diverse commercial projects that include shopping malls, mixed use (office, retail and housing), restaurants, offices, parking structures, high rise apartment buildings, hotels, etc. For the last three years this department has annually processed about 9,000 permits and performed about 19,000 inspections, adding annually an average of \$135M in building valuation. This trend of construction in the City is continuing in the current year as evidenced by two 14-story high rises, a 7-story high rise and a 6-story hotel building in downtown Ann Arbor to be ready for occupancy later this year. Various other development projects on horizon include single and multi-family housing, office space, retail and hotels.

Ann Arbor has 114,000 residents, spans 28.6 square miles, and is frequently recognized as a foremost place to live, learn, work, thrive and visit.

### **Benefits offered with this position include:**

- Defined benefit pension plan
- 401a with City match
- Optional 457 Deferred Compensation plan
- Reciprocal Pension Credit, available for pension-qualified applicants
- Retiree health reimbursement account
- Very generous medical/dental/vision/pharmacy plans
- Paid vacation, personal time, floating holiday, plus sick days. Unused vacation and sick time rolls over
- Short-term and long-term disability, life, and AD&D insurance
- Flexible spending accounts
- You can earn up to \$500 annually by participating in our Wellness Incentive Programs. These dollars will be deposited into a health reimbursement account (HRA), which can be used toward eligible health care expenses
- Tuition reimbursement \$5000, must be employed 1 year to be eligible
- Employee assistance program
- Voluntary benefits like accident coverage, critical illness, LegalShield, and Identify Theft

### **Pay Rate Information**

The Mechanical Inspector role is represented by the AFSCME union and starting pay is **\$27.40**/hour. This position is eligible for step pay increases and potential progression increases. Please reference AFSCME's collective bargaining agreement located at <http://www.a2gov.org/departments/Human-Resources/Pages/Compensation-and-Contracts.aspx>

Job progressions serve as a way for union employees to demonstrate additional technical competencies, knowledge and skills to enhance their benefit to the City. The progression allows employees to enhance their job responsibilities and pay through demonstration of increased competencies.

### **Role Summary**

Performs inspections of new and existing residential and commercial buildings, including construction sites to determine compliance with requirements of the applicable codes, ordinances, standards and regulations.

### **Duties**

Performs under general supervision of the Building Official and may be responsible for the following duties:

## **Essential Duties**

- Performs inspections of new and existing mechanical systems during the course of construction, alteration and repair
- Conducts code enforcement within technical discipline(s)
- Prepares documentation and manages data related to inspection and enforcement activities
- Coordinates and conducts investigations of complaints and enforcement of ordinances
- Interprets and explains City codes and regulations

## **Related Work**

- Examines plans and specifications to determine compliance with applicable codes, ordinances, standards and regulations; coordinates complex enforcement and compliance activities
- Represents the City before various Boards of Appeal
- Provides technical demonstration of work and performs other duties as assigned.

## **Knowledge of:**

- Pertinent federal, state, county and city laws, codes, ordinances, standards and regulations related to commercial and residential construction
- Review and compliance procedures
- Complaint investigation and appeals and associated legal procedures
- Construction practices, techniques, plans and specifications
- Construction code and housing ordinances applicable to residential and commercial construction and associated rules, regulations and standards
- Materials and methods used in mechanical systems for residential and commercial construction
- Housing code requirements and other property maintenance codes and standards
- Principles and practices of property maintenance, including care, repair, restoration and replacement of various building systems
- Principles and practices of teamwork, communication and customer relations
- Computers and software applications used in business settings

## **Skills and Ability to:**

- Understand and interpret codes, construction plans, specifications and related terminology
- Review construction plans and specify requirements for compliance with applicable codes and standards
- Objectively interpret and consistently apply code requirements and related standards in accordance with City policies
- Summarize data and information and produce required reports according to a specified standard
- Coordinate tasks for Development Services work as assigned by the supervisor
- Provide effective technical demonstration of work and guidance to the work of other team members at the direction of the supervisor
- Effectively communicate team needs and the status of work being performed to the supervisor
- Maintain non-partisan and respectful working relationships with diverse groups of people
- Listen to understand the intended meaning of the message
- Maintain effective, non-partisan working relationships with fellow employees and the public in the normal course of business, including difficult circumstances
- Communicate concisely and accurately, both orally and in writing
- Use computers and related software applications

## **Equipment**

Personal Computer, specified documentation and tracking system, cell phones and field communication equipment, testing instruments, measurement devices used in the course of inspections, field technology for inspection documentation, appropriate personal protective equipment and motor vehicle.

## Training and Experience – Requirements

- High School Diploma or GED
- Four (4) years documented construction experience
- Must complete CEU's for maintenance of Licenses and Certifications

## Licensing Requirements (position requirements at entry)

ACT 54 registration or (within 30 days of hire, must make application for Act 54 registration to State of Michigan)

or

AACE or ICC Housing certification (within 6 months) & 4 years of documented construction experience

or

Part 91 and Michigan Certified Storm Water Operator License construction site certification (within 6 months) & 4 years of documented construction experience

Valid Driver's License

## Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

The physical ability to climb/balance: climb stairs, ladders, inclines, uneven surfaces where balance is required; stoop, bend, kneel and crouch; stand and walk for extensive periods of time; reach, push, pull, lift, grasp, finger, feel, hear, see, talk and perform repetitive motions. The ability to safely operate a motor vehicle. The ability to safely maneuver in and around construction sites. The ability to traverse on rough, uneven terrain, as well as wet and slippery surfaces to access work areas. Work requires the ability to stand and walk for extended periods of time. The work may occasionally require the ability to move and lift objects weighing up to 20 pounds such as files, supplies, mail and equipment.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects.

### **EEO:**

*We are proud of our diverse workforce and our commitment to equal opportunity. We do not discriminate on the basis of actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight in any aspect of our hiring or employment process. The City of Ann Arbor has earned a perfect score on the Human Rights Campaign Foundation's Municipal Equality Index (MEI), which assesses lesbian, gay, bisexual, transgender and queer equality in more than 500 cities across the nation.*