

SCOTT COUNTY
Position Classification

GROUP CLASSIFICATION

POSITION CLASSIFICATION: Deputy Chief Electrical Inspector

DEPARTMENT: Electrical Inspection

IMMEDIATE SUPERVISOR: Chief Electrical Inspector

SUPERVISES: Electrical Inspector, Administrative Assistant

CHARACTERISTICS OF POSITION: Performs a variety of duties in direct relation to electrical inspections (residential, commercial and industrial). Ensures overall compliance with federal and state codes and local laws and ordinances; performs related duties as required.

GENERAL DUTIES AND RESPONSIBILITIES:

Essential: In absence of Chief Electrical Inspector, will supervise Electrical Inspectors and Administrative Assistant. Inspects all electrical installments throughout the city/county including: Residential: 1&2 family, apartment complexes; Commercial: restaurants, hotels, shopping centers, industries, factories, signs and mobile homes. Inspects remodels, temporary services, service upgrades, room additions, schools, city/county buildings and parks. Inspector must be able to work in confined areas such as crawl spaces and attics. Class I Hazardous areas which would store flammable gas and liquids, fertilizer and other highly explosive materials, microwave towers and high voltage sub-stations. Checks job sites to ensure all contractors have licenses; inspects fire sites when required by fire department to determine if occupants can remain in structure and determine possible cause. Issues state certifications on completed jobs and facilitates to State Fire Marshall, utility companies, building inspectors and owners. Maintains records on all electrical jobs.

QUALIFICATIONS/REQUIREMENTS:

Training and/or Experience: Associates degree in Engineering or closely related field plus certification by the Kentucky Department of Housing, Buildings, Construction and Electrical Division (Building 1&2 Family Dwelling, building General and Fire Protections General). Must attend 12 hours school to maintain certification. Additional college level course work in a closely related field of study or specialized training (skill/trade) from an accredited educational institution may be substituted for required work experience; likewise, additional closely related work experience including administrative/supervisory may be substituted for educational training on a year-per-year basis not to exceed one-half of each stated requirement for training and/or experience.

SPECIAL KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge: Thorough knowledge of residential, commercial and industrial building techniques and materials. Knowledge of electrical, zoning and related codes and ordinances.

Abilities: Ability to read and interpret plans, specifications and blueprints accurately and to compare them to work in progress. Ability to detect electrical installation deficiencies and other electrical equipment to make recommendations for correction; establish and maintain cooperative working relations with contractor, architects, building owners, other city/county departmental employees, city officers and general public. Ability to communicate effectively, oral and written; integrity and creativity in problem solving.

SPECIAL LICENSING REQUIREMENTS: Electrical Certification as stipulated above.