



City of Branson

Where Values are the Difference

VACANCY NOTICE

Job Title: Building Inspector – Planning and Development Department
Opening Date: Friday, August 26, 2016; position is open to internal and external applicants
Closing Date: Friday, September 9, 2016; application packets must be received by 4:30 p.m.
Work Hours: Monday through Friday, 8 a.m. to 4:30 p.m.
Beginning Salary: \$17.1576 per hour

POSITION SUMMARY: The Building Inspector is responsible for inspecting all phases in all disciplines (building, structural, mechanical, plumbing and electrical) of construction progress for code compliance. To assist on an "as needed" basis in the fields of code enforcement, business license review, plans check/review, general office duties and public relations as a representative of the City of Branson.

MINIMUM QUALIFICATIONS: High School diploma or GED equivalent. Graduation from an accredited technical school program is preferred. Three years of experience in the construction field is preferred. Must possess (or obtain within one year of hire) a minimum of one of the following inspection certifications at time of hire: International Code Council (ICC) Building, ICC Plumbing, ICC Electrical, ICC Residential, or ICC Mechanical. Certification must be current and maintained during term of employment. Additional licenses or certifications may be required for this position. Must possess and maintain a valid Motor Vehicle Operator's license with the ability to be insured under the City of Branson's insurance coverage when driving a city-owned vehicle. Must possess a high degree of integrity, strong work ethic, and ability to work with minimal supervision.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Includes the following: Performs full range of building inspections and minor plan reviews, including technically complex structures and specialty inspections, to ensure that all work complies with specifications, ordinances, City Codes and standards in the areas of electrical, plumbing, mechanical, accessibility and other disciplines, including final inspections for occupancy. Inspects new construction, including renovation and repair work for quality, materials and workmanship and ensures that all work complies with specifications, ordinances and City Codes. Field checks construction documents to verify construction projects are in compliance with the approved plans and all adopted Municipal and Building Codes. Reads and interprets construction plans, engineering and architectural drawings and maps. Clearly communicates to property owners, contractors and the general public; explain and interpret requirements and restrictions of adopted codes and ordinances related to commercial and residential construction. Maintains files, work logs and reports regarding inspection activities and findings on all projects.

HOW TO APPLY: To be considered for this position, a completed City Application, Supplemental Questionnaire, and Request for Criminal Record Check Form must be submitted to the City of Branson Human Resources Department, 110 W. Maddux St., Ste. 315, Branson, MO 65616. For a copy of the full job description, or to obtain all necessary application materials, please visit www.bransonmo.gov or the Human Resources Department. Applications submitted for no particular vacancy are retained on active file for one year and may be used only once.

The City of Branson provides equal employment opportunities to all applicants for employment without regard to race, color, religion, sex, national origin, age, disability, genetics, veteran status, or any other characteristic protected by law. In addition to federal law requirements, the City of Branson complies with applicable state and local laws governing nondiscrimination in employment. The City of Branson will provide reasonable accommodations for qualified individuals with disabilities. All individuals hired will be required to provide documentation to establish identity and employment authorization as a condition of employment. The City of Branson is a tobacco free workplace.

City of Branson, Human Resources Department, 110 W. Maddux Street, Suite 315, Branson, MO 65616
417-337-8555 – Phone, 417-337-5466 – Fax, HR@bransonmo.gov - Email