

## City of Detroit Department of Water & Sewerage Inspector Opening

TITLE: INSPECTOR

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SUMMARY:

The Inspector is responsible for the execution of contractor construction services for major and smaller projects required for the improvement and expansion of the Detroit Water and Sewerage Department System.

ESSENTIAL JOB FUNCTIONS:

Review and interpret plans, blueprints, sketches and specifications, and provide detailed information of factors or issues that may affect construction projects. Maintain quality control standards by assuring inspection and field or laboratory testing of all construction materials, supplies and equipment used on construction projects. Prepare daily and weekly activity logs, reports and specialized reports required for construction accounting and historical reporting. Advise and assist the engineer in refining requests, securing corrections to defective work, errors and omissions in the design to avoid a non-compliance report. Attend construction meetings. Monitor work schedules to determine progress and prepare estimates for contract payments. Ensure safety regulations are enforced on construction sites. Wear personal protective equipment (PPE). A valid Michigan Driver's License and the ability to drive a motor vehicle on all terrain. Follow security and safety policies and procedures in carrying out work duties. Provide on the job training.

RELATED JOB FUNCTIONS:

Coordinate training classes and equipment commissioning scheduled by contractors. Compile, maintain and store records, drawings and plans related to assigned construction projects. Perform related work duties as assigned.

SUPERVISION EXERCISED:

The Inspector – Level 2 may be required to perform team coordination activities within the functional unit.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

KNOWLEDGE OF:

- Water distribution and wastewater collection processes, equipment and systems
- Principles and practices of engineering and construction management
- Safety regulations such as OSHA, MIOSHA, and other applicable local and state codes, rules and policies
- Construction specifications, standards and materials testing requirements
- Basic Geographic Information Systems

SKILL TO:

- Conduct precise observations
- Prepare clear and accurate reports
- Use survey instruments, tools and other equipment
- Use advanced technology

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ABILITY TO:

- Read and interpret contract drawings/specification and schematics
- Maintain regular and reliable attendance
- Provide training and evaluation as a subject matter expert on technical topics
- Effectively utilize appropriate security and safety equipment and procedures
- Understand and follow verbal and written instructions
- Communicate effectively, both verbally and in writing
- Establish and maintain effective working relationships with others
- Communicate frequently with team members and other units across the Department about process, equipment or potential problems
- Develop proficiency in unit specific operations and software
- Direct team activities or to work as a team member

REQUIRED EDUCATION AND EXPERIENCE (position requirements at entry level)

- High School Diploma or GED
- Two (2) years of construction management experience in relation to a water treatment facility and distribution system
- EPA Asbestos Abatement Supervisor Certification
- EPA Lead Abatement Certification
- MIOSHA Confined Space Certification
- MDEQ Soil Erosion & Soil Control Certification

ESSENTIAL REQUIREMENTS

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.

This position requires the ability to climb, bend, twist, kneel, carry, stack, hit, push, pull and other efforts requiring considerable physical strength. This position also requires the ability to lift a minimum of fifty (50) pounds, walk, stand, or work for long periods of time, demonstrate normal color perception, hear audible alarms, detect abnormal equipment sounds, visually inspect equipment and processes at any time of the day or night. Employees will be required to wear respiratory protection and other personal protective equipment; perform scaffold, confined space, elevated and underground work. This position is also required to pass a maximum exercise tolerance test and pulmonary function test to demonstrate the ability to work under a minimum air pressure of twenty (20) pounds.

Employees will also be required to pass a bio-mechanical physical and vision test, yearly baseline physical and fit test for respirator/Self Contained Breathing Apparatus. While performing the duties of his position, employees are regularly required to use hands to handle, feel or operate equipment.

Environmental Working Requirements:

Work performed at the plants or in a field environment. This position requires the ability to work in all conditions involving exposure to outside elements and seasonal weather. Work may be performed near open water, dusty areas, and systems with hazardous chemicals that are acidic, highly corrosive,

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heat producing and potentially explosive. Work may be performed in confined spaces, hazardous areas that require respiratory protection and personal protective equipment (PPE), and under slippery and wet conditions.

Level Progression Requirements:

See Inspector Job Progression Chart

Other Requirements:

Valid Michigan Driver's License

May be required to provide own vehicle for transportation on a reimbursed mileage basis

Ability to work irregular hours, commute to DWSD facilities and work sites

THE WAY WE WORK

The Employees of DWSD...

- Work and accept responsibility to search for, create and execute new and innovative approaches to improve the performance of DWSD's services and objectives
- Assist external and internal customers to serve their needs and take responsibility for continuously improving customer service
- Foster meaningful interaction among people through the exchange of information to produce understanding
- Continuously develop and use effective strategies and interpersonal styles to engage and guide others towards the accomplishment of identified objectives and goals in the best interest of the City and community
- Consistently work toward the common good of the organization and encourage others to do the same
- Conduct themselves at all times in a professionally appropriate and respectful manner in accordance with the DWSD Common Behaviors
- Apply the proper safety/security practices according to established protocols, guidelines and policies

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The above statements describe the general nature and level of work performed by employees assigned to the class. Incumbents may be required to perform job-related responsibilities and tasks other than those stated in this specification. Specific job duties may vary from position to position. Employees in this class are required to undergo alcohol and drug screening and are subject to a criminal background investigation.

Eff:

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