



CITY OF OMAHA CLASS SPECIFICATION

CLASSIFICATION TITLE: CHIEF MECHANICAL INSPECTOR

BARGAINING UNIT: CIV MANAGEMENT CODE NUMBER: 1790

PAY RANGE CODE: 17.3 MC REVISION DATE: 10/29/15

NATURE OF WORK:

This is supervisory work in the inspection of boiler and heating system installations, maintenance, and repair for compliance with pertinent codes and ordinances. Work may involve participation in special inspections, particularly in difficult or unusual situations. An employee in this classification is responsible for planning and overseeing the work of subordinate inspectors in determining adherence to mechanical codes and ordinances. The employee exercises considerable independence in the performance of duties; however, work is reviewed by a superior.

ESSENTIAL FUNCTIONS: *(Any one position may not perform all the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)*

Supervises mechanical inspectors, including interviewing and hiring, training, disciplining, planning and assigning work, and reviewing completed work and inspection reports.

Participates in large or difficult inspections and oversees the conduct of routine inspections, including monitoring private contractors and individuals engaged in mechanical work for proper licensure.

Compiles reports and maintains records of completed work.

Responds to questions from contractors, architects, building owners, and the public regarding mechanical codes and their enforcement.

Participates in arranging and administering examinations for master steam fitter, journey level steam fitter, hoisting and portable worker, liquid propane tank and flammable liquid tank worker, oil burner worker, stationary engineer, and air conditioning and air distribution worker and oversees the issuance of appropriate licenses.

Reviews current mechanical codes and makes recommendations for revisions.

Reviews plans and specifications of industrial, commercial, and residential construction for mechanical code compliance.

Maintains regular job attendance in accordance with a schedule established for the position by the supervisor.

Performs other related duties as assigned or as the situation dictates within the scope of this classification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of city and state mechanical codes and ordinances.

Knowledge of the legal procedures needed to enforce the codes and ordinances.

Knowledge of the methods, materials, and equipment used in the installation, maintenance, and repair of mechanical systems.

Knowledge of the hazards of the mechanical trades and the safety precautions necessary to prevent them.

Knowledge of and ability to operate a computer or other technology using standard or customized computer or systems software applications appropriate to the assigned tasks.

Ability to learn and adapt to advances in computer and electronics device technology and software.

Ability to plan, schedule, and supervise the work of subordinate inspectors.

Ability to conduct inspections and render decisions based on applicable codes and ordinances.

Ability to prepare reports and to maintain records of completed work.

Ability to detect and locate mechanical defects.

Ability to read and interpret construction and mechanical blueprints, drawings, and diagrams.

Ability to communicate with others, including contractors, architects, building owners, and the public.

Ability to understand written or oral instructions.

Ability to adhere to safety policies, procedures, and guidelines.

Ability to establish and maintain effective working relationships with fellow employees and members of the general public.

Ability to climb, reach, balance, bend, stoop, squat, kneel, crouch, crawl, stand, walk, push, pull, lift, or sit from 0 to 25% of the time.

Ability to use up to twenty (20) pounds of force to move objects from 0 to 33% of the time, to use up to ten (10) pounds of force to move objects from 34 to 66% of the time, and to use lesser amounts of force to move objects from 67 to 100% of the time.

EDUCATION AND EXPERIENCE: *(The knowledge, skills, and abilities above may be acquired through, but are not limited to, the following combination of education and/or experience.)*

Ten years of experience in the installation, maintenance, and repair of mechanical equipment

OR

Bachelor's degree

AND

Six years of experience in the installation, maintenance, and repair of mechanical equipment

OR

Associate's degree

AND

Eight years of experience in the installation, maintenance, and repair of mechanical equipment.

SPECIAL REQUIREMENTS:

Must possess a first grade stationary engineer's license issued by the City of Omaha at the time of application.

Must possess a certificate issued by the American Society of Mechanical Engineers within the first twelve months of employment in the classification.

Must be able to transport oneself or coordinate transportation to job sites throughout the City during the course of the work day.

WORKING CONDITIONS: *(The conditions herein are representative of those that must be met by the employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.)*

Work is performed primarily in an office setting or industrial building setting involving exposure to all weather conditions. Employees in this class are also exposed to noise, working near vibrating machinery, near or with moving mechanical parts and electrical currents, in high places or confined spaces, in conditions such as fumes, odors, dust, mists, or gases.

EQUIPMENT OPERATION: *(Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)*

Telephone
Computer

Test Gauges

Previous Revision Date(s):

4/29/93

5/26/94