



# CITY OF OMAHA CLASS SPECIFICATION

## CLASSIFICATION TITLE: ELECTRICAL INSPECTOR

BARGAINING UNIT: [CIV BARGAINING](#)

CODE NUMBER: 5970

PAY RANGE CODE: [05135](#)

REVISION DATE: 10/29/15

### **NATURE OF WORK:**

This is inspection work in the enforcement of municipal codes and ordinances relative to the installation of electrical systems and equipment. Work involves inspecting electrical installations and maintaining city, state, and national standards as to quality of materials, workmanship, and adherence to safety regulations. Employees ordinarily work alone in the field and are responsible to make independent decisions, subject to periodic review by superiors.

**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.)*

Inspects new construction periodically during construction to see that materials and workmanship are according to electrical codes.

Inspects existing construction remodeling projects for code compliance.

Conducts inspections of properties prior to occupancy to verify compliance with electrical codes.

Approves or disapproves work and issues citations to violators when necessary.

Prepares reports of completed work and maintains records of properties inspected.

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 the materials and practices involved in the proper installation, maintenance, and operation of electrical equipment and appliances.

Knowledge of city, state, and national standards relative to electrical installations and appliances.

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 identify and locate defective construction or equipment and ~~the ability to~~ recommend corrective action.

Ability to read and interpret construction or equipment and ~~the ability to~~ recommend corrective action.

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 sit from 76 to 100% of the time; to stand and walk from 51 to 75% of the time, to climb, reach, and balance from 26 to 50% of the time; and to bend, stoop, squat, kneel, crouch, crawl, push, pull, and lift from 0 to 25 % of the time.

Ability to use up to twenty (20) pounds of force to move objects up 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 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.)*

High school graduation or its equivalent

AND

Four years of experience as a journey level electrician.

**SPECIAL REQUIREMENTS:**

Must possess an electrical inspector's certificate of qualification as defined in the State Electrical Act within the probationary period.

Must possess a journey level electrician's license issued by the City of Omaha or the State of Nebraska by the date of hire.

Must be able to drive or arrange transportation to work 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 at construction or remodeling sites in the City involving exposure to all weather conditions. Employees in this class are also exposed to noise, working near or with moving mechanical parts, electrical currents, in high places or in confined spaces, amid conditions such as fumes, odors, dust, and 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.)*

Computer  
Telephone

Calculator

Copier

Previous Revision Date(s):

1/28/93

5/30/96

6/19/97