

Construction Project Inspector I

DEFINITION

This is general field inspection work on construction projects, focused on monitoring the work of contractors to ensure compliance with contract specifications and construction design plans, set out between the contractor and the City.

Work of this class involves the inspection of all phases of construction projects, ensuring that all operations conform to the methods and standards outlined in the contract specifications. Assignments may vary from a curb widening to the construction of several kilometres of arterial roadways. Considerable contact is made with contractors, developers, and materials testing personnel in evaluating the quality and quantity of work completed. Incumbents require a working knowledge of many aspects of construction as they will deal with various crews, including drainage, excavation, soil cement, curb and gutter, backfill, concrete base, asphalt, clean-up, and landscaping. Design changes, specification difficulties, complex problems, and disputed decisions are referred to a supervisor for a final decision.

TYPICAL DUTIES*

Inspects all phases of residential development construction such as the subgrade for curbs and gutters, sidewalks, roadways, and lanes to ensure that line and grade are as specified.

Ensures that backfills are compacted to specifications before gravelling and soil cementing.

Checks asphalt for required attributes such as temperature, line and grade, and smoothness.

Prepares daily production reports, showing measurements of completed work and any calculations, which are then submitted to a supervisor for review; these records are used in the calculation of payment for work which is not covered by a bid unit price in the contract.

Ensures that the proper laboratory tests for features such as density, mix design, and compressive strength are performed; evaluates and documents the results.

Inspects proposed driveway sites to ensure that the construction will not violate city bylaws.

Inspects all phases of sewer and drainage construction.

Responds to public inquiries regarding the quality, quantity or scheduling of work.

Consults with Survey, Testing and Design personnel to share information regarding changes to plans or testing requirements.

Consults with Utility company personnel to assist with the coordination of schedules.

Documents all decisions made concerning discrepancies between the contract specifications and the actual work completed. Major complications are referred to a supervisor for a decision.

Performs other related duties as required.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of investigational techniques and practices.

Knowledge of the construction industry and related trades.

Knowledge of the methods and standards set out in the contract specifications, and the ability to recognize deviations from those standards.

Skill in the use of simple measurement tools such as tape measures, levels, boning rods, and string lines.

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Ability to accurately complete required documentation.
Ability to express decisions effectively orally and in writing.
Ability to deal effectively with the public.

TRAINING AND EXPERIENCE REQUIREMENTS**Job Level**

Completion of a 2 year diploma in an appropriate engineering Technologist program and a minimum of two (2) years experience in roadway construction, construction inspections including contract administration, material testing, and/or survey work.

** This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

Salary Plan	<u>10M</u>	<u>10A</u>	<u>10B</u>	<u>10C</u>
Job Code	2110			
Last Updated:	2008/01			
Previous Updates:	1990/06			
Originated:	1978/10			