

CIVIL SERVICE ANNOUNCEMENT

APPROVED C.S.C MINUTES 1/27/12 Im

ANNOUNCEMENT NO. 23

RESIDENTIAL BUILDING INSPECTOR

(OPEN)

Public notice is hereby given by the Civil Service Commission of Cleveland, Ohio of an **Open** examination for the above mentioned classification.

SALARY

The prevailing salary range for this position as established by Ordinance of the Council of the City of Cleveland is **\$14.08 - \$19.48** per Hour.

FILING OF APPLICATION

Application must be made on the regular application form available on-line or at the Office of the Civil Service Commission, 601 Lakeside Avenue, Room 119. No other form will be accepted. **APPLICATIONS WILL BE AVAILABLE FOR PICK-UP IN THE CIVIL SERVICE OFFICE TO APPLY TO TAKE THE CIVIL SERVICE EXAMINATION – APPLICATIONS WILL BE AVAILABLE FROM 8:30 A.M. ON MONDAY, FEBRUARY 17, 2012 UNTIL 4:30 P.M. ON FRIDAY, FEBRUARY 24, 2012.**

NOTE: APPLICATIONS WILL NOT BE ACCEPTED AFTER 4:30 P.M ON FRIDAY, FEBRUARY 24, 2012.

THE CIVIL SERVICE COMMISSION'S POLICY IS THAT NO LATE FILING WILL BE ALLOWED.

EXAMINATION INFORMATION

TYPE: EXPERIENCE EVALUATION

NOTE: Each applicant is required to submit a detailed resume of his/her education and experience at the time of filing application.

NOTE: THE CIVIL SERVICE COMMISSION RESERVES THE RIGHT TO REVIEW AND EVALUATE ANY AND ALL INFORMATION CONTAINED IN THE APPLICATION OR RESUME. LACK OF HONESTY WILL RESULT IN IMMEDIATE REMOVAL FROM THE ELIGIBLE LIST.

DUTIES OF THE POSITION

Under supervision of the Commissioner of Code Enforcement, makes inspections of One-, Two-, and Three-Family Dwellings during the course of construction for the purposes of ensuring compliance with laws, ordinances, rules, and regulations relating to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition. Performs related duties as required that pertain to enforcement of the Cleveland Housing Code, Cleveland Zoning Code, and the Ohio Residential Code. Follows all operations and safety policies and safe work practices. Attends and participates in operations and safety training classes and demonstrates competence (demonstration of competence may be determined by exam.) Wears and properly utilizes safety equipment in accordance with Divisional policy at all times.

MINIMUM QUALIFICATIONS FOR ENTRANCE TO THIS EXAMINATION AS ESTABLISHED BY THE CIVIL SERVICE COMMISSION OF THE CITY OF CLEVELAND ARE AS FOLLOWS:

(Note: this classification utilizes the working titles of Residential Building Inspector I, II, and III, depending on the experience and certifications held.) A High School Diploma or GED is required. A valid State of Ohio Driver's License is required. Three years of experience is required employed as a contractor or construction supervisor for residential or non-residential buildings or structures regulated by the rules of the board or experience as specified in section 103.3.3.(2) OR as a skilled tradesman for work subject to inspection under a code adopted for buildings or structures regulated by this code or the OBC OR successful completion of a trainee program pursuant to section 103.3.9. The certifications that are required for each stage as a Residential Building Inspector must be maintained throughout employment.

(A) Residential Building Inspector I: A State of Ohio Board of Building Standards (OBBS) certification as a Residential Building Inspector or an OBBS interim certification as a residential building inspector is required. **(B) Residential Building Inspector II:** Two years experience as a Residential Building Inspector I is required. A State of Ohio Board of Building Standards (OBBS) certification as a Residential Building Inspector is required. Must pass the M1 Residential Mechanical Inspector examination through the International Code Council (ICC) or the 4A Mechanical One- and Two-Family Dwellings through the National Certification Program for Construction Code Inspectors (NCPCCI). **(C) Residential Building Inspector III:** One year experience as a Residential Building Inspector II is required. A State of Ohio Board of Building Standards (OBBS) certification as a Residential Building Inspector is required. Must pass the P1 Residential Plumbing Inspector examination through the International Code Council (ICC) or the 5A Plumbing One- and Two-Family Dwellings through the National Certification Program for Construction Code Inspectors (NCPCCI).

NOTE: Applicants will be required to pay a \$10.00 (TEN DOLLARS) filing fee. Applicants who are currently employed in this position with the City of Cleveland are exempt. However, that when an applicant is disqualified from taking an examination on the basis of age, education or failure to meet other minimum entrance requirements, the fee paid by such applicant shall be refunded to such applicant upon the applicant's request in writing made within ten (10) days after the date of examination. Any applicant who can provide proof of unemployment, public assistance, or indigence is exempt from the filing fee. A copy of such proof must be included with the application.

NOTE: Applications must be returned in person. All copies of diplomas, licenses, certificates, and resumes must be presented at the time of filing. Applications may not be accepted if copies are not submitted with application at time of filing.

NOTE: Any applicant who resigns or is dismissed from employment with the City of Cleveland will have his/her name removed from the eligible list.

AN EQUAL OPPORTUNITY EMPLOYER