

PLEASE POST

JOB OPENINGS

TITLE: **Building Safety Inspectors (Part-Time) (4)
(Provisional/Permanent)**

DEPARTMENT: Building and Plumbing

SALARY: \$25.00/hour

SHIFT: Monday through Friday, 9:00 am – 4:30 pm

DATE: July 19, 2023

GENERAL STATEMENT OF DUTIES

The work involves performing fire safety and property maintenance inspections on existing buildings. Building safety enforcement activities include fire safety and/or property maintenance inspections of existing buildings and structures. Does related work as required.

TYPICAL WORK ACTIVITIES

Makes detailed inspections of buildings and structures to ascertain compliance with an enforcement of the New York State Uniform and Fire Prevention and Building Code;

Performs safety inspection work for the elimination of fire hazards;

Makes detailed inspections and reports of all types of occupancies, buildings and properties within the municipality to insure conformity with fire prevention standards, codes and ordinances;

Notifies owners of unsafe conditions;

Recommends remedial precautions for unsafe conditions of buildings, roads, etc;

Explains the requirements of the New York State Uniform Fire Prevention and Building Code to building contractors and the general public;

Orders unsafe conditions to existing structure to be removed and arranges for condemnation notices to owners and buildings of improper or hazardous structures;

Serves court appearance summons on the responsible parties in all types of occupancies, buildings and property within the municipalities for any violation of the New York State Uniform Fire Prevention and Building Code, New York State Industrial Code Rule 36 and other municipal ordinances and laws that relate to fire safety and fire prevention;

Investigates complaints and assists in prosecuting of the New York State Uniform Fire Prevention and Building Code;

May conduct investigations of source, origin and circumstances of fires;

Fire safety and/or property maintenance inspections of existing buildings and structures;

Review and/or approval of plans incidental to the issuance of a permit for the construction or alteration of buildings and structures.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES, AND PERSONAL CHARACTERISTICS

Good knowledge of procedures and practices in fire prevention and fire inspections; good knowledge of firefighting techniques; good knowledge of building construction procedures and practices; good knowledge of New York State Uniform Fire Prevention and Building Code and other laws, regulations related to prevention; ability to inspect effectively and recognize fire hazards; ability to write detailed reports; ability to read and interpret plans and specifications; ability to maintain cooperative relationships with the public contractors; ability to testify effectively in court; initiative; resourcefulness; capable of performing the essential functions of the position with or without reasonable accommodation.

MINIMUM QUALIFICATIONS

Graduation from high school or possession of a high school equivalency diploma and two years of experience in either the building trades, code enforcement, fire inspector or as a firefighter.

SPECIAL REQUIREMENT: Certified as a Building Inspector, an individual must successfully complete the required basic training (a minimum of 60 hours of basic training) and maintain the required yearly in-service training (6 hours annually) and any required advanced in-service training. A person has 18 months from the first training class to complete the basic training program. If an individual is appointed as a Building Safety Inspector for a municipality, they have 18 months from their appointment date to complete the basic training program. If an individual has already started the basic training, it is the shorter of the two time frames. Failure to complete the basic training program within the time frame will result in forfeiture of the training courses completed.

PLEASE SUBMIT A JOB APPLICATION ALONG WITH A COPY OF DRIVER'S LICENSE TO THE TOWN OF CHEEKTOWAGA PERSONNEL DEPARTMENT. JOB APPLICATIONS CAN BE FOUND ON THE TOWN'S WEBPAGE (WWW.TOCNY.ORG)