

Construction Inspector

University of California, Los Angeles
March, 1973

Class Specifications - E.20

Principal Construction Inspector - 7001
Senior Construction Inspector - 7002
Associate Construction Inspector - 7003
Assistant Construction Inspector - 7004

SERIES CONCEPT

Construction Inspectors perform or supervise the inspection of construction work by contractors, both new construction and alterations; represent Executive Architects, Executive Engineers, and the University in obtaining compliance with contract terms and specifications; and perform other related duties as required.

Incumbents typically are assigned responsibility for inspecting construction-in-progress of buildings and utility systems, both new construction and alterations; read and interpret plans, maps and specifications; consult with University representatives, Executive Architects and Engineers, and contractors in regard to construction matters affecting the project; coordinate the various subcontractors; prepare daily reports and weekly summaries of work performed and progress made; provide information for change orders and "as-built" records; provide estimates of work progress and recommend or authorize progress payments to contractors; conduct or participate in preliminary and final inspections before acceptance of contractors' work; obtain compliance with guarantees on completed projects; review and recommend action on design development and construction documents for construction features; and obtain and maintain comprehensive information on building materials, construction processes, trade practices, and building codes.

CLASS CONCEPTS

Principal Construction Inspector

Under general direction, incumbents assist the Campus Architect in planning, organizing, and supervising the work of the construction inspection section of the campus physical planning and construction staff; represent the Campus Architect and Executive Architects and Engineers in meetings and conferences with contractors and staff members; review design development and construction documents, specifications, and bid documents, for construction features, prior to release for bid; assume responsibility for all aspects of bid procedure; resolve emergency problems in the field which occur during construction; and, participate in final inspection and final acceptance procedures.

Incumbents typically have responsibility for a staff of several construction inspectors, including a Senior Construction Inspector as assistant supervisor. They usually are not assigned complete responsibility for construction contract administration and control, since project architects or project engineers typically are assigned full budgetary responsibility for their projects. On campuses with a construction management

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section which carries complete responsibility for construction contract administration and control, the class of Principal Construction inspector is not used.

Senior Construction Inspector

Under direction, incumbents assist the officer in charge of construction management or construction inspection for a campus physical planning and construction staff, in the supervision of a group of Associate and Assistant Construction Inspectors; assign and review the work of construction inspectors; analyze inspectors' reports and on the basis of such reports and personal inspections make final decisions in the field concerning job conditions, time schedules, and construction methods; approve or recommend approval of progress schedules and progress payments; participate in final inspections; obtain compliance with guarantees on completed projects; and supervise preparation of "as-built" records.

Incumbents of this class typically are qualified as construction inspectors in one phase of construction (general building, electrical, or mechanical) and spend a substantial portion of time performing the most difficult field inspections, resolving problems referred by subordinate staff and contractors. They also assist in the administration of the construction management or construction inspection office. Supervision over the position is exercised by the Principal Construction Inspector, Principal Engineer, or Construction

Associate Construction Inspector

Under direction, incumbents perform all or many of the duties indicated for the series under the Series Concept. This is the full operational level in construction inspection work at which incumbents are frequently expected to operate independently in difficult inspection service for Executive Architects or Executive Engineers. While full knowledge of all trades is desirable, incumbents typically specialize in one field (general building, electrical or mechanical). The general building inspector typically is the resident inspector for a major building project and coordinates the services of the electrical and mechanical inspectors, who cover several projects concurrently. Supervision over such positions is usually exercised by a Senior Construction Inspector and/or the officer in charge of construction management or construction inspection for a campus physical planning and construction staff.

Assistant Construction Inspector

Under general supervision, incumbents perform inspection work of moderate difficulty on the construction and alteration of buildings. This class is the entry-level class for construction inspection work. Assignments are limited to portions of major building projects or to small buildings and structures, both new construction and alterations.

Assignments at this level are expected to be of moderate difficulty and responsibility, with work subject to checking and review by a Senior and/or Associate Construction Inspector. Incumbents typically are expected to progress to the class of Associate Construction Inspector.

MINIMUM QUALIFICATIONS

Principal Construction Inspector

Graduation from high school and six years of experience in building or utility construction work, including three years as an inspector or superintendent of major construction work; or an equivalent combination of education and experience.

Senior Construction Inspector

Graduation from high school and five years of experience in building or utility construction work, including three years as an inspector or superintendent of major construction work; or an equivalent combination of education and experience.

Associate Construction Inspector

Graduation from high school and four years of experience in building or utility construction work, including one year as an inspector or superintendent of major construction work; or an equivalent combination of education and experience.

Assistant Construction Inspector

Graduation from high school and two years of journeyman level experience in a construction trade; or an equivalent combination of education and experience.

Note: For all of the above classes, college training in architecture or engineering may be substituted for qualifying experience in construction work, on the basis of four years of college for one year of construction experience.