

# Construction Project Inspector

## **Nature of Work**

This is very responsible technical and administrative work assisting with the regulation of water distribution and wastewater collection installations and other construction activities for the City of Pigeon Forge. Activities associated with the job include ensuring compliance with the City of Pigeon Forge Water and Sewer Specifications, Road Projects and all applicable land use codes for new construction activities, inspection for water tank construction and water and sewer pump stations, reviewing plans for commercial properties, multi-family dwelling units and single-family residences prior to and during construction and ensuring that all alteration and repair activities comply with City of Pigeon Forge Water and Sewer Specifications, Road Projects and requirements and related regulations. Additional activities include interpreting and enforcing, fire, mechanical, plumbing codes and providing property inspections and related information to homeowners, contractors and developers. Job responsibilities require a high school diploma supplemented with additional education and training in architecture and/or engineering, considerable experience in construction, architecture or engineering, strong organizational, interpersonal and decision-making skills, sufficient strength and agility to perform the physically demanding aspects of the job and the ability to interpret and explain governing codes, regulations and ordinances. Job performance is evaluated by the Public Works Director through review of the level of compliance of inspections and other duties as assigned and involvement in the maintenance, construction and repair of the water distribution and wastewater collection systems, roads and other projects and the ability to interpret and apply governing regulations, building codes and ordinances, organizational and decision making skills and ability to interact effectively with contractors, developers, local and regional officials, homeowners and the public.

## **Illustrative Examples of Work**

- Organizes and participates in constructing, installing, and repairing water lines, new services, hydrants, valves, sewer collection system extensions and taps, and all types of equipment and facilities in the water and sanitary sewer systems.
- Assists with checking plans for compliance with all applicable regulations and codes.
- Maintains records and files on each Water and Sewer and Road Projects for future reference and state review.
- Collects fees associated with, plumbing and mechanical permits including fees for plans review applications.
- Performs field inspections and reinspections of residential, commercial, industrial and public facilities for compliance with the zoning and fire safety codes compliance.
- Determines fees required for connection to City water and sewer including fire and irrigation systems.
- Inspects construction by others of infrastructure that will become City owned and maintained.
- Reviews Construction plan applications and submittals, receives complaints regarding defective construction and handles enforcement problems.
- Inspects water tank construction, water and sewer pump stations new and existing structures of all.
- Inspection for new and existing greenways, constructions of streets, sidewalks, curb and gutter and storm sewer that will be approved by the City.

- Issues warnings and stop-work orders in the event construction activities are not being performed in compliance with existing regulations and/or codes.
- Interprets and enforces provisions of life/safety codes, zoning ordinances, property maintenance ordinances and other applicable federal, state and local codes and initiates actions necessary to correct identified deficiencies or violations.
- Provides information on Water and Sewer and Roads regulations, required inspections and permits and related matters to contractors, architects, developers and the public.
- Investigates and attempts to resolve building codes, ordinance complaints and/or concerns.
- Performs onsite inspections of plumbing systems for residential and commercial structures to ensure the safe discharge of gray water and the potable water system is adequate and sound.
- Ensures contractors, developers and sub-contractors have obtained all appropriate licenses and permits.
- Tracks usage and quantity installed of pipe, fittings, valves and associated materials for all construction done on the system.
- Operates various equipment and vehicles used in the maintenance and construction of water and sewer systems.
- Maintains records and files in a computer database and produces reports and other documentation as needed.
- Addresses citizen complaints and concerns and reacts in an appropriate and timely manner to emergency and/or urgent situations.
- Explains and interprets regulations and ordinances to the public, contractors, developers, local officials, etc.
- Attends workshops, seminars and other meetings required to maintain required certifications.
- Requisitions materials, equipment and supplies as needed by crews.
- Performs related duties as required.

### **Necessary Requirements of Work**

Graduation from an accredited four-year high school; a minimum of two years of experience in installation, repair and maintenance of water distribution and sewer collection systems or related field; strong organizational, interpersonal, analytical and decision-making skills; sufficient strength and agility to perform the physically demanding aspects of the job; or any equivalent combination of education and/or experience to provide the following knowledge, abilities and skills:

- Considerable knowledge of the geographic area of Sevier County including significant geological sub-structures, soil types, etc.
- Considerable knowledge of acceptable grammatical form required for the composition of reports, memorandum and correspondence.
- Considerable knowledge of basic and advanced mathematical calculations including algebraic and geometric principles and calculations.
- Ability to read, understand and interpret blueprints, as-built drawings and schematics.
- Ability to analyze complex technical information, draw logical conclusions and make appropriate decisions considering all technical, legal and financial consequences.
- Ability to compile, prepare and present detailed information in a concise and understandable manner.
- Ability to obtain the cooperation of concerned parties when dealing with codes and regulatory issues.
- Ability to interpret and explain pertinent provisions of laws, ordinances and regulations.

- Ability to react in an appropriate and timely manner to emergency and/or urgent situations.
- Ability to prioritize job related activities in an effective and efficient manner to ensure meeting established deadlines and reporting requirements.
- Ability to establish and maintain effective working relationships with the public, local and regional officials, architects, engineers, contractors and developers.
- Ability to perform the physically demanding aspects of the job in a variety of weather conditions.
- Skill in interpreting and analyzing detailed blueprints, schematics and as-built drawings.
- Skill in diffusing potentially confrontational situations between concerned parties.

### **Necessary Special Requirements**

- Possession of a valid Tennessee Commercial Driver’s license (CDL) and the ability to be insured at standard vehicle liability rates.
- Possession of the following State of Tennessee license or the ability to obtain within two years of promotion or employment: I Water Distribution Certification & I Wastewater Collection Certification.

### **Physical Requirements**

- This is heavy work requiring the exertion of 100 pound of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects
- Work requires climbing, stooping, kneeling, crouching, pushing, pulling, lifting, grasping reaching, standing, walking, and repetitive motions
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word
- Hearing is required to perceive information at normal spoken word levels  
visual acuity is required for depth perception, color perception, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm’s length, operation of machines, operation of motor vehicles and determining the accuracy and thoroughness of work
- The worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, oils and wearing a self-contained breathing apparatus.
- Must be able to work in confined spaces when installing or repairing water and sewer lines. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

Pigeon Forge, Tennessee  
 FLSA – Exempt  
 Grade 9  
 7/1/2022