

SUMMARY OF DUTIES: A Senior Construction Inspector participates in construction contract and permit administration. Inspects the construction of a wide variety of large-scale public works , utilities, recreation and park, airport, harbor and improvement t projects to ensure compliance with safety regulations, plans , specifications, contract documents, and legal requirements ; assigns, reviews and evaluates the work of Construction Inspectors assigned to such projects; applies supervisory principles an d techniques in building and maintaining an effective work force ; fulfills affirmative action responsibilities; conducts physical l inspections, maintains construction records, writes reports an d prepares progress estimates for payment purposes; participates in some aspects of construction contract and permit administrat ion and does related work.

DISTINGUISHING FEATURES: A Senior Construction Inspector i s responsible for the inspection of large construction projects such as bridges, street lighting and traffic signal systems, airpor t projects, buildings, storm dra in and sewer systems, recreation and park projects, harbor projects or extensive street improvements . The work of a Senior Construction Inspector may includ e coordinating the work of other inspectors when additiona l inspectors are assigned to these jobs to participate in th e inspection and reporting aspects of contract and permi t administration and to ensure that materials and construction methods conform to plans, specifications and contract provisions. The work requires an understanding and application of engineering and architectural principles as related to construction meth ods and practices. An employee of this class is responsible for ensuring that adequate measures are tak en for public safety and convenience as well as for the safety of workers during construction. A n employee in this class receive s general supervision and unusual or complex problems are generally referred to a supervisor. Senio r Construction Inspectors, as bona fide supervisors, ar e distinguished from lead workers in that they are responsible fo r the performance of the full range of supervisory activitie s including application of discipline, processing and resolution of grievances, evaluation of performance and approval of time of f requests.

EXAMPLE OF DUTIES: A Senior Construction Inspector acts a s resident inspector and may supervise several Constructio n Inspectors assigned to assist on large construction projects . Assures that contractors follow plans, specifications, and goo d construction practices and that requests for deviations ar e properly approved. Conducts interviews of the contractor' s employees to ensure compliance with labor laws and prevailin g wages provisions of the contract. Confers with engineers, archite cts and contractors regarding City requirements and reviews th e

organization of contractor's work. Assists in the resolution of disputes or problems and also conducts periodic and final inspections of construction projects.

Determines whether contractors are taking proper safety measures on public streets, in trenches, tunnels and tower construction sites for the protection of workers and the public in compliance with provisions of the California Construction Safety Orders. Checks falsework framing, forms, placement of reinforcing steel and concrete for concrete structures. Also inspects and samples materials for testing quality and quantity. To ensure proper elevation and alignment a Senior Construction Inspector uses surveyors' stakes to verify that the work conforms to the plans. Prepares monthly and final estimates of work done under contract, recommends progress payments, itemizes and submits final reports and data related to field changes during construction. Duties may also include testing soil compaction, inspecting special construction projects at City owned airports or the Port of Los Angeles.

A Senior Construction Inspector may inspect force account construction work, contract construction of pumping plants or public buildings constructed of steel and reinforced concrete or masonry. Additionally any employee in this class may inspect the work of Construction Inspectors assigned to inspect landscaping, street lighting, and traffic signal installation as well as enforcing erosion control measures during the construction of contract and permit jobs in hillside areas. A Senior Construction Inspector communicates equal employment/affirmative action information to employees; applies job-related criteria in selecting, orienting, assigning, training, counseling, evaluating, and disciplining subordinates and assists employees in preparing for promotion as described in the City's Affirmative action Program. Occasionally, a Senior Construction Inspector may be assigned to other duties for training purposes or to meet technological changes or emergencies.

QUALIFICATIONS: A Senior Construction Inspector must possess a good knowledge of:

- the methods, practices, and materials used in constructing public works such as streets, storm drains, wharves, watermains, streetlights, traffic signals, sewer utility facilities, concrete and steel frame buildings
- measuring, mixing and placing concrete and bituminous mixes
- laws, codes, ordinances, standard plans and specifications, and the administrative regulations governing public works construction in the City of Los Angeles
- safety principles and practices

A Senior Construction Inspector must have a working knowledge of:

- CAL/OSHA Construction Orders
- survey practices in construction work including the use of line and grade stakes
- concrete forming, falsework and timbering
- the methods of testing construction materials and interpreting the test results
- supervisory principles and practices including planning, delegating and controlling the work of subordinates
- techniques of training, instructing and evaluating subordinate work performance
- techniques for counseling, disciplining, and motivating subordinate personnel
- supervisory responsibility for EEO/AA as set forth in the City's Affirmative Action Program
- safety principles and practices
- memoranda of understanding as they apply to subordinate personnel
- laws and regulations related to equal employment opportunity and affirmative action

A Senior Construction Inspector must have a general knowledge of:

- principles of engineering and architectural design and specification writing
- soil mechanics as related to foundation, embankments, fills and excavations
- contracting practices and costs in construction work
- City personnel rules, policies and procedures

A Senior Construction Inspector must have the ability to:

- read, interpret and explain complex plans and specifications
- relate lines and grades indicated by survey stakes to the work being done

- write clear and concise reports
- maintain records of construction work in progress
  
- make decisions and work effectively with contractors, construction workers, engineers, architects and the public
  
- establish and maintain a work environment to enhance both employee morale and productivity

Four years of experience as a Construction Inspector or in a class which is at least at that level and which provides experience in inspecting public works type improvements, or utilities projects for conformance to plans, specifications, contracts, and agreements. One year of education from a recognized college or trade school with completion of 9 semester or 12 quarter units in engineering or inspection technology may be substituted for each year of the required experience lacking up to a maximum of two years.

LICENSE: A valid California driver's license is required. A valid certificate as a Registered Deputy Building Inspector issued by the Department of Building and Safety of the City of Los Angeles may be required.

PHYSICAL REQUIREMENTS: Strength to perform average lifting of less than 5 pounds and occasionally over 15 pounds; back and leg coordination involved in activities such as stooping, kneeling, climbing ladders, and crouching to an unusual extent; good speaking and hearing ability; and good eyesight. Persons with medical limitations may with reasonable accommodations be capable of performing the duties of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.