<table>
<thead>
<tr>
<th>Category</th>
<th>Professional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Function</td>
<td>Inspection</td>
</tr>
<tr>
<td>Job Summary</td>
<td>Involves inspections of construction projects for conformance to project plans and specifications, applicable codes and standards, policies and procedures; quality control and assurance when applicable.</td>
</tr>
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<thead>
<tr>
<th>Job Level</th>
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<th>Experienced</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Job Title</td>
<td>Construction Inspector 2</td>
<td>Construction Inspector 3</td>
<td>Construction Inspector 4</td>
<td>Construction Inspector 5</td>
<td></td>
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<tr>
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<tr>
<td>FLSA</td>
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<td>Exempt</td>
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</tr>
</tbody>
</table>

**Generic Scope**
- Entry-level professional with limited prior experience; learns to use professional concepts to resolve problems of limited scope and complexity; works on assignments that are initially routine in nature, requiring limited judgment and decision making. Employees at this level are expected to acquire the skills and knowledge to perform more advanced work following an agreed upon time in position, through defined training and development planning.
- Professional who applies acquired job skills, policies, and procedures to complete substantive assignments / projects / tasks of moderate scope and complexity; exercises judgment within defined guidelines and practices to determine appropriate action.
- Experienced professional who knows how to apply theory and put it into practice with in-depth understanding of the professional field; independently performs the full range of responsibilities within the function; possesses broad job knowledge; analyzes problems / issues of diverse scope and determines solutions.
- Technical leader with a high degree of knowledge in the overall field and recognized expertise in specific areas; problem-solving frequently requires analysis of unique issues / problems without precedent and / or structure. May manage programs that include formulating strategies and administering policies, processes, and resources; functions with a high degree of autonomy.
- Recognized organization-wide expert. Has significant impact and influence on organizational policy and program development. Regularly leads projects of critical importance to the organization; these projects carry substantial consequences of success or failure. Directs programs with organization-wide impact (or may have impact beyond the University) that include formulating strategies and administering policies, processes, and resources. Significant barriers to entry exist at this level.

**Custom Scope**
- Within regular guidance, performs inspection work of moderate difficulty or assists senior Construction Inspectors or a subsection of a larger construction project. Reviews design development and construction documents, specifications, and bid documents for construction features prior to release for bid; and participates in final inspection and acceptance procedures. Demonstrates good judgment in selecting methods and techniques for obtaining solutions and ensuring compliance with all applicable building codes, rules, regulations, laws, etc.
- Uses skills as a seasoned, experienced inspection professional to perform standard inspections of construction work by contractors, as well as other personnel for new construction, alterations and repair.Reviews design development and construction documents, specifications, and bid documents for construction features prior to release for bid; and participates in final inspection and final acceptance procedures. Demonstrates good judgment in selecting methods and techniques for obtaining solutions and ensuring compliance with all applicable building codes, rules, regulations, laws, etc.
- Uses advanced inspection skills and concepts with a full understanding of industry practices and policies and procedures to perform highly complex inspection of construction work by contractors, as well as other personnel for new construction, alterations and repair. Reviews design development and construction documents, specifications, and bid documents for construction features prior to release for bid; and participates in final inspection and final acceptance procedures. Exercises good judgment in selecting methods and techniques for obtaining solutions and ensuring compliance with all applicable building codes, rules, regulations, laws, etc.
- Uses skills and knowledge as an expert, experienced inspection professional with full understanding of comprehensive inspection industry practices and policies and procedures, coupled with expert technical knowledge within a specific inspection area such as Electrical, Plumbing / Mechanical or Civil / Infrastructure. Performs the most complex inspections of construction work by contractors, as well as other personnel for new construction, alterations, and repair. Reviews design development and construction documents, specifications, and bid documents for construction features within a specialty area prior to release for bid; and participates in final inspection and final acceptance procedures. Exercises good judgment in selecting methods and techniques for obtaining solutions and ensuring compliance with all applicable building codes, rules, regulations, laws, etc.

Last Revised: 01 November 2017
**Job Family:** Facilities Development and EHS  
**Job Summary:** Involves inspections of construction projects for conformance to project plans and specifications, applicable codes and standards, policies and procedures; quality control and assurance when applicable.

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<td><strong>Key Resp 01</strong></td>
<td>Conduct inspections of existing systems in accordance with government and UC regulations for operations.</td>
<td>Inspects construction of facilities including new construction, modifications to existing facilities and repairs to all underground utilities including but not limited to, high pressure steam lines, domestic and fire water mains, medium and high pressure gas lines, sanitary sewer lines, storm drains, and duct banks for various electrical installation and distribution systems, and voice and data, including fiber optics.</td>
<td>Applies advanced inspections concepts to provide inspection for construction of all facilities including new construction, modifications to existing facilities and repairs to all underground utilities including but not limited to, high pressure steam lines, domestic and fire water mains, medium and high pressure gas lines, sanitary sewer lines, storm drains, and duct banks for various electrical installation and distribution systems, and voice and data, including fiber optics.</td>
<td>Requires inspections, up to and including final inspection and final acceptance procedures. Demonstrates expert judgment in selecting methods and techniques for obtaining desired results. Oversees the work of other campus inspectors. As the expert on specific inspection issues, advises project management, the Director of Inspection Services and the Vice Chancellor or other SMG level building official on specific complex inspection issues. Position is considered a subject matter expert at the location and often recognized as an expert externally in the industry. Positions at this level can only be filled by persons possessing the highest level of technical expertise in their respective field, and must quickly become familiar and obtain a detailed working knowledge of specific systems at the location.</td>
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| **Key Resp 02** | Assists with developing and implementing inspection and maintenance plans for assigned | Provides inspection(s) on assigned construction projects ranging from very small Tenant Improvements through | Provides comprehensive inspection(s) on wide variety of construction projects ranging from very small Tenant | Provides combination inspection(s) on wide variety of construction projects ranging from very small Tenant |
## Job Summary
Involves inspections of construction projects for conformance to project plans and specifications, applicable codes and standards, policies and procedures; quality control and assurance when applicable.

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<td>Key Resp 03</td>
<td>Assists with the Inspector of Record (IOR) services on assigned projects as required by California Code of Regulations Title 24.</td>
<td>Supports the Inspector of Record (IOR) services on complex general construction projects, coordinating the activities of other inspectors and &quot;special inspectors&quot; as required by California Code of Regulations Title 24.</td>
<td>Provides Inspector of Record (IOR) services on complex new construction and infrastructure replacement projects and provides expert level inspections within technical areas of expertise such as Electrical, Plumbing/ Mechanical and infrastructure.</td>
<td>Provides expert inspection of buildings and their related components, reviews and inspects all infrastructure connections to those buildings, all utilities, including but not limited to, high pressure steam lines, domestic and fire water mains, medium and high pressure gas lines, sanitary sewer lines, storm drains, and duct banks for various electrical installations, high voltage campus wide distribution systems, and voice and data, including fiber optics.</td>
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| Key Resp 04 | May assists inspections with State / Local Fire Marshall. | Supports inspections with State / Local Fire Marshall. | Coordinates inspections with State / Local Fire Marshall. | May review and inspect all building exterior access projects for compliance with all Americans with Disabilities Act (ADA) requirements, state and local requirements, and act in coordination with the Access Compliance Officer to confirm alignment with the expectations of that office as applicable. |

| Key Resp 05 | Provides written documentation of all inspections performed, including daily reports, weekly updates and other reports as required to keep various project participants informed as necessary. | Provides written documentation of all inspections performed, including daily reports, weekly updates and other reports as required to keep various project participants informed as necessary. | Provides written documentation of all inspections performed, including daily reports, weekly updates and other reports as required to keep various project participants informed as necessary. | Provides Inspector of Record (IOR) services on small and complex general construction projects, coordinating the activities of other campus inspectors within area of technical expertise, and "special inspectors" as required by California code of Regulations Title 24. |

| Key Resp 06 | Provides review for smaller plans including specifications for all projects including meeting and discussing findings with appropriate designers. | Provides review for plans including specifications for all projects including meeting and discussing findings with appropriate designers as required. | Leads review activities for all plans including specifications for all projects including meeting and discussing findings with appropriate designers. | Coordinates and supports inspections with State / Local Fire Marshall. |
# Job Summary
Involves inspections of construction projects for conformance to project plans and specifications, applicable codes and standards, policies and procedures; quality control and assurance when applicable.

## Job Level
- **Entry**: senior Inspectors as required.
- **Intermediate**: Intermediate, as required.
- **Experienced**: Provides written documentation of all inspections performed, including daily reports, weekly updates and other reports as required to keep various project participants informed as necessary.
- **Advanced**: Ensures compliance with all applicable codes, plans and specifications, campus standards, and acts in the capacity of deputy to the Director of Inspection Services and the campus, medical center or other University Building Official.
- **Expert**: Provides plan review for all plans and specifications within area of technical expertise for all projects including meeting and discussing findings, and working towards resolution with appropriate design professionals as required.

## Key Resp 07
- **Reviews construction documents for proposed projects. Collects data, prepares records, and performs field studies.**

## Key Resp 08
- **Provides plan review for all plans and specifications within area of technical expertise for all projects including meeting and discussing findings, and working towards resolution with appropriate design professionals as required.**

## Key Resp 09
- **Inspects and confirms compliance with all applicable codes, plans and specifications, standards, and acts in the capacity of deputy to the Director of Inspection Services and the campus, medical center or other University Building Official.**

## Key Resp 10
- **Maintains membership in local chapter inspection trade associations for the purpose of ensuring continuity of interpretations of applicable codes with neighboring jurisdictions when contentious issues arise.**

## Key Resp 11

## Key Resp 12

## Key Resp 13

## Key Resp 14

## Key Resp 15

## Education
- **1**: Bachelor’s degree in related area and / or equivalent experience / training.
- **2**: Bachelor’s degree in related area and / or equivalent experience / training.
- **3**: Bachelor’s degree in related area and / or equivalent experience / training.
- **4**: Bachelor’s degree in related area and / or equivalent experience / training.
- **5**: Bachelor’s degree in related area and / or equivalent experience / training.
Job Family | Facilities Development and EHS  
Job Function | Inspection  
Category | Professional  
Job Summary | Involves inspections of construction projects for conformance to project plans and specifications, applicable codes and standards, policies and procedures; quality control and assurance when applicable.

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</tbody>
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**KSA 01**
- Working knowledge of California Building Codes, Cal OSHA, and the campus, medical center or University Construction Design Standards.
- Thorough working knowledge of California Building Codes, Cal OSHA, and the campus, medical center or University Construction Design Standards.
- Advanced knowledge of California Building Codes, Cal OSHA, and the campus, medical center or University Construction Design Standards.
- Expert knowledge of California Building Codes, Cal OSHA, and the campus, medical center or University Construction Design Standards.

**KSA 02**
- Knowledge / skills in providing plan review services on basic improvement projects as well as code applications for replacement, repairs and upgrades of facilities or systems.
- Thorough knowledge / skills in providing plan review services on simple and moderately complex improvement projects as well as code applications for replacement, repairs and upgrades of facilities.
- Advanced knowledge / skills in providing plan review services on complex improvement projects as well as code applications for replacement, repairs and upgrades of facilities.
- Expert knowledge / skills in providing comprehensive plan review services including the most complex improvement projects as well as code applications for replacement, repairs and upgrades of facilities, with particular emphasis on area of technical expertise.

**KSA 03**
- Skills in reviewing and auditing, project completeness as applied to application for progress payments submitted by contractors.
- Strong skills in reviewing, evaluating and advising project management on project completeness as applied to application for progress payments submitted by contractors.
- Advanced skills in reviewing, evaluating and advising project management on project completeness as applied to application for progress payments submitted by contractors.
- Expert ability to review, evaluate, and advise project management on level of project completeness as it applies to application for progress payments submitted by contractors.

**KSA 04**
- Good knowledge of the campus, including its infrastructure and operations.
- Thorough knowledge of the campus, including its infrastructure and operations.
- Advanced knowledge of the campus, including its infrastructure and operations.
- Expert verbal and interpersonal communications skills including skill to
### Job Summary
Involves inspections of construction projects for conformance to project plans and specifications, applicable codes and standards, policies and procedures; quality control and assurance when applicable.

### Job Level
- **Entry**
- **Intermediate**
- **Experienced**
- **Advanced**
- **Expert**

### KSA 05
- **Demonstrated verbal and interpersonal communications skills including skill to work effectively with a variety of constituents.**
- **Thorough verbal and interpersonal communications skills including skill to work effectively with a variety of constituents.**
- **Advanced verbal and interpersonal communications skills including skill to work effectively with a variety of constituents at all organizational levels.**
- **Expert organizational and analytical skills, including skill in problem recognition, avoidance and resolution.**

### KSA 06
- **Organizational and analytical skills, including skill in problem recognition, avoidance and resolution.**
- **Strong organizational and analytical skills, including skill in problem recognition, avoidance and resolution.**
- **Advanced organizational and analytical skills, including skill in problem recognition, avoidance and resolution.**
- **Expert skills in effectively meeting budget and time constraints.**

### KSA 07
- **Skills to use computers and other electronic media to complete project documentation of all inspections, project progress, contractor manpower and equipment accounting and digital photography of the work in progress.**

### Environment
- **Construction sites, physical plant operations, office**
- **Construction sites, physical plant operations, office**
- **Construction sites, physical plant operations, office**
- **Construction sites, physical plant operations, office**

### Career Path 1
- Construction Inspector 3
- Construction Inspector 4
- Construction Inspector 5
- Inspection Mgr 1

### Career Path 2
- Inspection Mgr 1
- Inspection Mgr 2

### Career Path 3
- Construction Inspector 3
- Construction Inspector 4
- Construction Inspector 5
- Inspection Mgr 1

### Career Path 4
- Inspection Mgr 1
- Inspection Mgr 2

### Career Path 5
- Construction Inspector 3
- Construction Inspector 4
- Construction Inspector 5
- Inspection Mgr 1

### Career Path 6