

## **TOWN OF BARRINGTON NEW HAMPSHIRE**

Office of Human Resources

### **Deputy Building Inspector Job Description**

#### **Job Summary**

Assists with enforcing the Zoning Ordinance, Subdivision Regulations, NH State Fire, Building, Plumbing, Electrical, Mechanical, Energy, Accessibility Codes, and all land use ordinances. Inspects construction throughout the Town to ensure the safety of life and property and compliance with New Hampshire adopted codes and Town adopted codes, and Town Zoning Ordinances.

#### **Supervision Received** Building Inspector

#### **Examples of Duties and Responsibilities**

- Explains regulations, requirements, and processes to applicants.
- Performs on-site inspections of buildings and structures while under construction and determines if construction is in compliance with zoning ordinances and building codes.
- Studies new construction materials and methods utilized in the field in order to determine applicability and conformance with State and Town codes and standards.
- Maintains current knowledge of Town ordinances and the current New Hampshire adopted International Code Council editions of Building, Plumbing, Mechanical, Energy,
- Existing Codes, and NFPA's National Electrical Code, Life Safety Code, Fire Prevention Code, and the Zoning Digest, as well as State laws and Federal regulations relative to code enforcement.
- Assists with the enforcement of all signs, zoning, subdivision, building, plumbing and electrical ordinances, and all other ordinances regarding land use and selected other
- Town ordinances, as well as all construction codes.
- Serves as Dept Health Officer and shall enforce all rules and regulations affecting the health and comfort of the public.

The Job Description lists typical examples of work and is not intended to include every job duty or task and responsibility specific to a position.

Additional duties can be found in the Town of Barrington Administrative Code, Article III, 4-12 Health Department and Section 4-16 Zoning and Code Enforcement Department). An employee may be required to perform other duties not listed provided such duties are characteristic of the position.

### **Knowledge, Skills, and Abilities**

- Five years of experience with construction inspection or five years of experience in the building/mechanical trades; zoning experience preferred.
- Knowledge of residential and commercial building, electrical, mechanical, energy and plumbing codes and ordinances.
- Knowledge of engineering practices and architectural plans.
- Ability to establish and maintain working relationships with department heads, employees, the members of Barrington's various municipal boards, and the public.
- Valid vehicle operator's license.
- Certifications by the International Code Council in residential building (or obtained within one year of hire).
- This job description does not constitute an employment agreement between the employer and the employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change

### **Working Conditions and Physical Demands**

Physical and Mental Requirements: Moderate physical effort generally required in performing office and inspection duties. The employee is frequently required to use hands to touch, handle or feel facility equipment and to reach with hands and arms. The employee is frequently required to sit, talk and hear. Specific vision requirements include close vision, distance vision, and to adjust focus. Below is a more detailed account with the understanding the Town will make reasonable accommodations as outlined in the Americans with Disabilities act.

Job Type: Part-time

Pay: \$24.94 - \$26.60 per hour

Expected hours: 20 per week

Benefits:

- Employee assistance program
- Flexible schedule
- Flexible spending account
- Paid time off
- Professional development assistance

Work setting:

- In-person

Education:

- High school or equivalent (Preferred)

Experience:

- Construction: 5 years (Preferred)
- Construction inspection: 2 years (Preferred)

License/Certification:

- Driver's License (Required)

Work Location: In person