



Code: 2231
Family: Construction, Maintenance, and Skilled Labor
Service: Health and Welfare
Group: Inspectional
Series: Plumbing Inspection

CLASS TITLE: PLUMBING INSPECTOR

CHARACTERISTICS OF THE CLASS

Under supervision, reviews building plans/plumbing specifications and inspects plumbing systems to ensure water service pipe installations and connections are in compliance with the plumbing provisions and sanitation requirements of the municipal building code, and performs related duties as required

ESSENTIAL DUTIES

- Reviews plans and construction specifications for plumbing systems submitted with building permit applications for compliance with applicable sections of the municipal building code
- Identifies materials and installation methods that are not in compliance with the municipal building code, explains code requirements, and recommends changes to bring plans into compliance
- Conducts field inspections to ensure that the installation and repair of plumbing systems adhere to approved permit plans, construction specifications and plumbing code provisions
- Ensures that proper materials and sizing of pipe are being used for new water, waste, and vent plumbing installations and that piping is properly backfilled and supported
- Observes initial installation and annual testing of approved back flow prevention devices that prevent used and contaminated water from re-entering potable water supply
- Inspects plumbing systems to verify the absence of cross connections between the City's water supply and secondary, polluted, or contaminated water sources
- Prepares reports documenting inspection findings and work reports on inspection activities
- Interprets and explains the plumbing provisions of the building code and code violations to contractors and building owners
- Issues citations for plumbing code violations found during inspections
- Conducts follow-up inspections to ensure that repairs have been made and that code violations are corrected
- Provides inspection results for administrative hearings regarding plumbing violations identified during inspections and corresponding citations issued
- Accesses computerized records to review inspection and permit information and maintains and updates records as required
- Inspects job sites for proper permits and ensures plumbing work is performed by licensed and bonded plumbing contractors

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- At least seven (7) years as a licensed Plumber in the State of Illinois

Licensure, Certification, or Other Qualifications

- A valid plumber's license issued by either the State of Illinois or the City of Chicago is required
- Must obtain and maintain a license issued by the Illinois Environmental Protection Agency as a Cross-Connection Control Device Inspector within six months of hire
- A valid State of Illinois driver's license is required
- Must have the permanent use of an automobile that is properly insured, including a clause specifically insuring the City of Chicago from accident liability

WORKING CONDITIONS

- General office environment
- Exposure to outdoor weather conditions
- Exposure to fumes or dust, oily or wet environment
- Exposure to hazardous conditions (e.g., construction sites)
- Work performed above or below ground level

EQUIPMENT

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine, calculator)
- Computers and peripheral equipment (e.g., personal computer, computer terminals)
- Cameras and related photography equipment
- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves)
- Measuring equipment, locating (e.g., trace water lines) equipment, two-way radio

PHYSICAL REQUIREMENTS

- Ability to walk and stand for extended or continuous periods of time
- Ability to climb staircases, ladders, and/or step stools
- Ability to access multi-level structures and other spaces (e.g., roofs, basements, tanks, field equipment, cramped quarters)

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Moderate knowledge of:

- *plumbing principles, theory, methods, and procedures
- *plumbing repair and maintenance procedures
- use of safety equipment and protective gear
- *plumbing safety and code standards (e.g., plumbing and sanitation requirements for water-waste, water distribution, drainage and vent systems, OSHA standards)
- *plumbing equipment and properties and characteristics of plumbing materials
- personal computer operations and applicable software (e.g., Microsoft Office Suite)

Knowledge of applicable City and department policies, procedures, rules, and regulations

Skills

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making

- **ACTIVE LISTENING** - Give full attention to what other people are saying, taking time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- **CRITICAL THINKING** - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- **COMPLEX PROBLEM SOLVING** - Identify complex problems and review related information to develop and evaluate options and implement solutions
- **MONITORING** - Monitor and assess performance of one's self, other individuals, or organizations to make improvements or take corrective action

Abilities

- **COMPREHEND ORAL INFORMATION** - Listen to and understand information and ideas presented through spoken words and sentences
- **SPEAK** - Communicate information and ideas in speaking so others will understand
- **COMPREHEND WRITTEN INFORMATION** - Read and understand information and ideas presented in writing
- **WRITE** - Communicate information and ideas in writing so others will understand
- **RECOGNIZE PROBLEMS** - Tell when something is wrong or is likely to go wrong
- **REASON TO SOLVE PROBLEMS** - Apply general rules to specific problems to produce answers that make sense

Other Work Requirements

- **INITIATIVE** - Demonstrate willingness to take on job challenges
- **DEPENDABILITY** - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- **ATTENTION TO DETAIL** - Pay careful attention to detail and thoroughness in completing work task

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
January, 2012

Minimum Qualifications updated: June, 2016