

## Town of Perinton

<b>Job Title:</b>	Construction Inspector	<b>Starting Pay Range:</b>	\$24.57 - \$29.15
<b>Location:</b>	Department of Public Works 100 Cobbs Lane, Fairport, NY 14450	<b>Reports To:</b>	Town Engineer

### Job Summary

This position is responsible for inspecting construction projects including, but not limited to, roadways, curbs and gutters, sidewalks, utility, sewer systems, water services, and water mains. They are also responsible for ensuring conditions are met on residential building and right of way permits. This position regularly requires field work at construction job sites. This position exercises independent judgment in the application of inspection standards. The employee reports directly to and works under the general supervision of the Town Engineer. General supervision may be exercised over a subordinate staff. Does related work as required.

### Job Description

#### ROLE AND RESPONSIBILITIES

- Inspects materials and workmanship on private development and capital projects to ensure conformance with approved plans, specifications, shop drawings and other requirements;
- Inspects surface restoration of roads within the right of way to ensure the proper use of backfill and restoration materials and techniques;
- Inspects utility, water mains and appurtenances, storm and sanitary sewers, force mains, pump stations, roadway, curb, sidewalk and related repairs and restorations;
- Maintains daily project logs of work and inspections performed;
- Assists contractors in complying with standards by advising them of Town, County and State construction specifications;
- Investigates complaints regarding property damage resulting from construction work;
- Assures that roadways are kept reasonably free of obstructions during construction work;
- Reviews work zone traffic control within public rights of way during construction;
- Reviews completed work on development projects for letter of credit release purposes;
- Perform basic survey such as measuring elevations using rod and level;
- Reviews, approves and inspects residential building permits for water services, sewer laterals, sheds and fences,
- Prepares lateral maps for permanent records.

#### KNOWLEDGE, SKILLS & ABILITIES

Good knowledge of modern practice, principles, materials and equipment used in general construction (ex. roadways, sidewalks, pipelines and structures); good knowledge of methods associated with the construction or installation of roadways, storm drainage systems, water supply and collection systems, and wastewater collection systems; good knowledge of survey practices; good knowledge of a variety of soils; working knowledge of state and local laws governing such construction and installation; ability to interpret plans and specifications; ability to maintain logs and records; ability to complete reports; ability to establish and maintain effective relationships with public officials, contractors, and the general public; ability to communicate orally and in writing; ability to operate office equipment including computers and related software; ability to work outdoors; good judgment; physical condition commensurate with the demands of the position.

#### QUALIFICATIONS AND EDUCATION REQUIREMENTS

Graduation from high school or possession of an equivalency diploma, plus either:

- (A) Three (3) years paid full time or its part time equivalent experience in engineering or construction that involved ALL of the following: project inspection, surveying, interpreting plans and specifications; OR,

- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Civil, Sanitary or Construction Engineering or Civil, Sanitary, or Construction Technology\* plus one (1) year paid full-time or its part-time equivalent experience as defined in (A) above; OR,
- (C) An equivalent combination of education and experience as defined within the limits of (A) and (B) above.

**\*NOTE:** Degrees in Drafting or Surveying will not be deemed acceptable.

**SPECIAL REQUIREMENTS**

If you are appointed, you will be required to have a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the job.

Provisional candidates must meet the minimum requirements established by Civil Service, sit for the next examination for the position and be reachable on the resultant civil service list.

<b>Posting Dates</b>	June 21, 2024 – July 8, 2024	
<b>Email Cover Letter &amp; Resume</b>	Nina Cypher Director of Human Resources Town of Perinton 1350 Turk Hill Rd, Fairport, NY 14450 ncypher@perinton.org	