CITY OF TEMPE
Temporary Employment Opportunity

Community Development Department · Building Safety Division · 31 E. 5th Street · (480)350-8074 · TDD (480) 350-8400

Temporary Building Inspector I/II
City of Tempe / Community Development Department – Building Safety Division

Opening Date: July 30, 2013

Closing Date: Open until the needs of the City are met.

Hourly Wage: $24 to $28 per hour

Work Schedule: Monday to Friday, 6 a.m. to 2:30 p.m.

This is a Temporary, Full-Time, Non-Benefitted position.

Experience & Training:
Building Inspector I
- Requires the equivalent to the completion of the twelfth grade supplemented by college level courses in engineering, architecture or construction.
- Two years of journey level building construction experience (building inspections experience preferred).

Building Inspector II
- Requires the equivalent to the completion of the twelfth grade supplemented by college level courses in engineering, architecture or construction.
- Five years of journey level building construction experience and three years of building inspection experience of multi-family residential, commercial and/or industrial facilities. Must also possess two certifications from a recognized code publishing organization, one of which must be a Building Inspector's certifications, and any of the following certifications: Electrical Inspector, Plumbing Inspector, Mechanical Inspector, Building Plans Examiner or combination.

Licenses/Certifications:
- Requires the possession of a valid driver's license.

Essential Job Functions:
- Inspect industrial, commercial and residential buildings during various stages of construction and remodeling to ensure compliance with applicable codes and regulations of City, State and Federal agencies.
- Check plans for compliance with code requirements and discrepancies before and after issuance of permits.
- Inspect existing buildings for change of use or occupancy for compliance with applicable codes and ordinances.
- Inspect damaged or dilapidated buildings for safety; conduct inspection on fire damaged buildings; determine extent of damage, safety factors and necessary permits required for building; prepare and file reports.
- Inspect buildings being moved within or into the City to check for compliance with all codes; inspect building being demolished to protect adjacent property and the public.

- Inspect foundation, concrete, steel, masonry, wood construction, framing, plastering and a large variety of other complex and routine building system elements.
- Conduct field inspections of businesses with tax and liquor licenses to ensure conformance with the building codes and zoning ordinances.
- Coordinate inspection activities with other City departments and divisions; confer with architects, contractors, builders and the general public in the field and office; explain and interpret requirements and restrictions.
- Inspect installation of mobile homes.
- Maintain files of inspections and issued permits; review files for inactive, revoked or expired permits and code violations; initiate action against expired permits or to correct code violations.
- Receive phone calls; answer questions and provide information about construction site inspections and code regulations.
- Review new materials and methods used in building construction; attend training courses to learn of new codes and other building inspection regulations; take an active part in the training process.
- Perform related duties as assigned.

Applicant Requirement:

- Requires successful completion of selection process, completion of background investigation and verification of identity/work authorization.

SUBMIT APPLICATION TO:
City of Tempe
Community Development Department
Building Safety Inspections
31 E. 5th St.
Tempe, Arizona 85281

For questions, please contact:
Chris Thompson, Inspections Administrator
(480) 350-8074
Chris_thompson@tempe.gov

An equal opportunity/reasonable accommodation employer

City of Tempe / Application for Employment

APPLY AT: City of Tempe / Community Development / 31 E. 5th Street / Tempe AZ 85281 / (480) 350-8074 / TDD (480) 350-8400 / http://www.tempe.gov/jobs

The City of Tempe is an Equal Opportunity / Reasonable Accommodation Employer.

The City of Tempe Promotes a Drug and Alcohol Free Workplace.

DIRECTIONS:
Read the recruitment bulletin before completing this application - request a copy if not provided. Answer all questions completely including any supplemental forms. Type or print neatly. Sign this application and all other forms.

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1. Position Applying For: _____ Recruitment Code (RC#): _____
2. Name (Last, First, Middle Initial): _____
3. Last 4 Digits of Social Security #: _____ Email Address: _____
4. Mailing Address: _____
   Street City State Zip
5. Phone Number: BEST CONTACT # _____ ALTERNATE #: _____
6. Valid Driver's License ☐ Yes ☐ No
7. Are you a U.S. Citizen or a non-U.S. Citizen authorized to work in the United States? ☐ Yes ☐ No
8. Have you ever worked for the City of Tempe? ☐ Yes ☐ No If Yes, from _____ (Mo/Yr) to _____ (Mo/Yr)

   If you are a current City of Tempe employee, are you: ☐ Temporary? ☐ Regular?

   Have you completed your initial probationary period? ☐ Yes ☐ No If yes, when _____
9. Type of position you will accept: ☐ Full Time ☐ Part Time ☐ Regular ☐ Temporary
10. Do you have a High School Diploma or equivalent? ☐ Yes ☐ No If no, highest grade completed: _____
11. May we contact your current employer if you are considered for hire/promotion? ☐ Yes ☐ No

If you are claiming Civil Service Preference for Veterans under ARS 38-492, you must submit a copy of your DD214 (Member-2 or 4) at time of application.

DO NOT WRITE BELOW THIS LINE - TURN PAGE AND CONTINUE

Q ☐ **NQ** ☐ **A** ☐ **B** ☐ **C** ☐

HR Review ☐ _____ **Date** **Department Review** ☐ _____ **Date**

Proof of Education and/or Professional Registration(s), License(s), and Certification(s) will be required prior to hire/promotion.

12. Education from an **Accredited** College/University:

College:	Major:	Type of Degree:	Degree Completed:	Credit Hours:
			☐ **Yes** ☐ **No**	
			☐ **Yes** ☐ **No**	
			☐ **Yes** ☐ **No**	
			☐ **Yes** ☐ **No**	

13. Trade and/or Technical Schools:

Trade/Technical School:	Subject Studied:	Type of Degree:	Degree Completed:	Credit Hours:
			☐ Yes ☐ No	
			☐ Yes ☐ No	

14. Professional Registration(s), License(s), and/or Certification(s) you possess ***that relate to this position***:

Type of Professional Registration, License, and/or Certification:	License Number (if applicable):	Date Received:	Expiration Date (if applicable):

15. Special training ***that relates to this position:***

16. List computer software program(s) with which you are proficient in operating ***that relate to this position***:

17. List equipment with which you are proficient in operating ***that relate to this position***:

18. Language Proficiency (Other than English):

You may make copies and use as many of these sheets as necessary to continue your employment history.

Begin with your present or most recent position. List all jobs, paid or volunteer, for at least the past ten years or any additional relevant experience. Your qualifications will be evaluated ***solely*** on the application form and, if applicable, any supplemental questionnaire(s).

RESUMES MAY **NOT** BE SUBSTITUTED FOR THE REQUESTED INFORMATION.

DO NOT WRITE "SEE RESUME" OR "SEE ATTACHED" IN THE SPACES BELOW.

Employer:	Type of Business:
City & State:	Phone:
Job Title:	Number of Employees Supervised:
Supervisor (Name/Title/Phone):	
Employment Dates: from (Mo/Yr) to (Mo/Yr)	Total Time Employed in this position: Yrs Mos
Hours Per Week:	Ending Wage: $ Per
Work Performed:	
Reason for Leaving:	

Employer:	Type of Business:
City & State:	Phone:
Job Title:	Number of Employees Supervised:
Supervisor (Name/Title/Phone):	
Employment Dates: from (Mo/Yr) to (Mo/Yr)	Total Time Employed in this position: Yrs Mos
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Employment Dates: from (Mo/Yr) to (Mo/Yr)	Total Time Employed in this position: Yrs Mos
Hours Per Week:	Ending Wage: $ Per
Work Performed:	
Reason for Leaving:	

19. Are you related to any member of the Tempe City Council or any Tempe Commission/Board Member, or any City of Tempe employee?

☐ Yes ☐ No If Yes, indicate his/her Name, Position and Relationship to you:

20. Have you ever been terminated for cause or forced to resign from a position for misconduct or unsatisfactory service?

☐ Yes ☐ No If Yes, please explain:

21. Have you ever been convicted of a ***misdemeanor*** or ***felony*** (other than minor/civil traffic offenses), placed on probation, fined or given a suspended sentence (include military trial convictions)?

Note: Reckless operation, hit-and-run, D.U.I., excessive speeding, and similar charges are NOT considered minor traffic offenses. Moreover, an excessive number of traffic violations (including minor/civil offenses) should be reported.

☐ Yes ☐ No If Yes, provide charges, dates and locations:

Convictions will not automatically bar an applicant from employment for City jobs. The relationship of the conviction to the job, as well as its severity, the passage of time, and subsequent job performance will all be considered. Please answer this question completely. All offers of employment and continued employment are subject to a complete review of any criminal convictions. Your fingerprints will be sent to state and federal law enforcement agencies (DPS and FBI).

PLEASE READ THIS STATEMENT AND CAREFULLY REVIEW YOUR ENTIRE APPLICATION MATERIAL BEFORE SIGNING BELOW.

I certify that all statements made on the application form and, if applicable, any supplemental questionnaire(s) are true and complete. I understand that any omission, misstatement, or falsification may be cause for rejection of this application, removal of my name from an eligibility list(s), and/or discharge from city service. In addition, I authorize any individual, company, organization, or institution to release any and all information concerning statements made by me on this application, and I do hereby release all parties and individuals connected therewith from all liabilities for any damages whatsoever incurred in furnishing such information.

Print Applicant's Name: _____

Applicant Signature: _____ Date: _____

The City of Tempe does not accept faxed or emailed copies of applications.