



# City of Milpitas

We invite applications for the position of:

## Senior Building Inspector

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**Annual Salary Range:** \$114,056 - \$138,636  
**Post Date:** April 12, 2021  
**Close Date:** **May 10, 2021, by 5:00 PM**

### Why Milpitas?

Located at the southern tip of the San Francisco Bay, the City of Milpitas is a dynamic community that is an integral part of the high tech Silicon Valley. With a much-diversified resident population of over 80,000, Milpitas features transit-oriented development, industrial parks, quality schools, conveniently located neighborhood parks, and regional and community retail centers.

Milpitas is often called the “Crossroads of Silicon Valley” with most of its 13.63 square miles of land situated between two major freeways (I-880 and I-680), State Route 237, and a County expressway. Opened in 2020, the Milpitas Transit Center is an intermodal transit station that is served by the Bay Area Rapid Transit (BART) lines, Santa Clara Valley Transportation Authority (VTA) light rail line, VTA bus routes, and AC Transit route.

Milpitas has been recognized as one of the top 10 Best Cities for Science, Technology, Engineering and Mathematics (STEM) Workers, approximately 28% of the jobs are in the STEM category. According to the US Census, Milpitas was the 8th fastest growing city in the United States, and the 2nd fastest growing in California.

Milpitas also boasts the 3rd highest job growth among the 515 qualifying cities by Wallet Hub. Milpitas is home to an industrious and well-educated community with an average household income exceeding the County average. The homeownership rate is close to 65% and the housing market in Milpitas remains affordable relative to the majority of Santa Clara County.

### Why the Milpitas Building Safety and Housing Department?

The Building Safety and Housing Department has a highly collaborative team and provides ample professional development opportunities and resources. You will be joining a community of professional employees as diverse as the city they support. We are privileged to have such a unique workforce and to foster an environment that encourages those differences.

We believe in supporting our employees’ abilities and desires for professional growth, to better support retention and commitment throughout all career stages. Milpitas employees are proud and know that their contributions make a difference to the community as well as to their own career. We encourage you to check us out: <http://www.ci.milpitas.ca.gov/>

### The Opportunity

The Senior Building Inspector is responsible for performing the more complex building inspections requiring the use of considerable independent judgment and initiative. The Senior Building Inspector supervises and coordinates the field activities of the division, as well as provides training to new building inspection staff as directed.



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### What You Will Do

*Duties may include, but are not limited to the following:*

- Schedule, coordinate, and supervise the field activities of the building inspection division.
- Assist the Building Inspection Manager in resolving disputes between building inspection staff and developers, contractors, architects, engineers, and the general public.
- Respond to questions and concerns of assigned staff or the public.
- Provide training to new building inspection staff in terms of City policies, procedures, rules, and regulations.
- Provide on-going training to building inspection staff as directed; ensure uniform application of the appropriate codes, rules, and regulations.
- Prepare complete and accurate paperwork, records, and reports.
- Check plans for construction, alteration, or repair of residential, commercial, and industrial buildings to ensure compliance with applicable codes.
- Interpret building codes and work with builders, property owners, and craftspeople in making changes necessary to conform to codes.
- Inspect building systems at various stages of construction, alteration, and repair to ensure compliance to approved plans, specifications, codes, ordinances, and laws.
- Assist the Building Inspection Manager to coordinate division activities with other City departments, divisions, sections, and outside agencies.
- Perform related duties as assigned.

### Experience and Education

Any combination of experience and education that would likely provide the required knowledge and abilities in qualifying. A typical way to obtain the knowledge and abilities would be:

**Experience:** Two years of increasingly responsible building inspection experience. Demonstrated experience in a supervisory/lead role is preferred.

**Education:** Equivalent to the completion of the twelfth grade.

### License or Certificate

- Possession of or ability to obtain and maintain an appropriate, valid California Driver's License.
- Possession of the following:  
Building and Electrical Inspector Certificates issued by the International Code Council (ICC), and Plumbing and Mechanical Inspector Certificates issued by the International Association of Plumbing and Mechanical Officials (IAPMO), or other agency recognized by Building Standards Commissions, Building Safety Divisions, and authorities in any of the fifty (50) states as the governing bodies for the development of building safety codes;  
**OR**  
Combination Inspector Certificate issued by the International Code Council, or other agency recognized by Building Standards Commissions, Building Safety Divisions, and authorities in any of the fifty (50) states as the governing bodies for the development of building safety codes.



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### Special Requirements

*Essential duties require the following physical abilities and work environment:*

Pre-employment physical exam and drug and alcohol screening will be required prior to hire. May be subject to random drug and alcohol testing as mandated by Federal or State regulations.

Typically, work is performed at construction sites and in an office environment; exposure to outdoor elements; extensive use of the telephone and radio, repetitive keyboarding on a computer; ability to walk on uneven ground; reach (including overhead), squat, bend, lift, crawl, and, climb; push, pull, and carry up to 50 pounds; drive daily to various locations within and outside the City of Milpitas; ability to work safely in a hard-hat construction zone is essential; exposure to construction-related chemicals and products; may be required to crawl in confined spaces.

### Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

### To Apply

Submit electronic application at <https://www.governmentjobs.com/careers/milpitas>. Resumes are not accepted in lieu of a completed City application.

A complete job description is available on the City of Milpitas website: [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process. Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

### Benefits

The City provides an excellent array of benefits that includes the following. This position is represented by the Professional and Technical bargaining group. Benefits Information is available online at:

[www.ci.milpitas.ca.gov/milpitas/department/about-human-resources-2/benefits/](http://www.ci.milpitas.ca.gov/milpitas/department/about-human-resources-2/benefits/)

[www.ci.milpitas.ca.gov/wp-content/uploads/2019/07/Exhibit-A-Protech-MOU-2019-2023\\_Final.pdf](http://www.ci.milpitas.ca.gov/wp-content/uploads/2019/07/Exhibit-A-Protech-MOU-2019-2023_Final.pdf)

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.