

CITY OF SOUTHFIELD
JOB OPPORTUNITY ANNOUNCEMENT

The City of Southfield is currently seeking qualified candidates for the following full-time career position

JOB CLASSIFICATION: Mechanical Inspector - Building Department

SALARY RANGE: TPOAM Grade K Pay Range: \$51,217-\$63,040

Excellent benefit package, including medical, dental, vision, retirement, holidays, vacation, and more.

REPRESENTATIVE JOB DUTIES:

- Reviews mechanical construction plans, blueprints, and specifications to ensure compliance with applicable laws, zoning ordinances, and mechanical codes.
- Makes on-site inspections of all mechanical installations including, heating, ventilating, air conditioning and related systems. Inspects materials and methods, connections, fluid lines and adequate ventilation in both residential and commercial buildings to ensure conformity to approved plans; resolves on-going problems and/or questions; follows -up on complaints and inquiries relating to mechanical problems.
- Advises mechanical contractors, builders and the public regarding mechanical codes, licensing, permits, proper material and procedures.
- Investigates violations of mechanical codes and ordinances and takes necessary action to enforce legal requirements; attends court sessions and gives testimony as required.
 - Prepares correspondence and reports, and maintains detailed records in BS&A.
 - Performs related duties as required.

JOB REQUIREMENTS – AS DETERMINED BY THE CITY OF SOUTHFIELD:

- High school graduate or equivalent.
- Must possess a Mechanical Contractor's License with the following minimum classifications: #1 Hydronic heating & cooling and process piping, #2 HVAC equipment, #4 Refrigeration, and #9 Fire Suppression a plus or the ability to obtain within one year;
- One to two years plan review experience.
- Two (2) years' experience as an Mechanical Inspector, OR six (6) years construction experience at the Journeyman level sufficient to produce an in-depth knowledge and understanding of the State of Michigan Mechanical, Michigan Energy Code, Michigan Building Code, Michigan Residential Code and related standards and the ability to apply this knowledge in the field.
- Effective written and oral communication skills and the ability to work effectively with others.
- Registration as a Mechanical Inspector and Plan Reviewer with the State of Michigan.
- Valid Michigan driver's license and a good driving record.

The selection process will include a review of the applicant's experience, criminal history check, and an oral board interview. Each step of the selection process must be passed before the applicant will be considered for advancement to the next step. Applicants will be invited to further participate in the selection process based on the nature and extent of their related experience.

This is a "continuous" recruitment. Applications will be accepted until there are sufficient applicants to meet the City's recruitment needs. As such, interested persons should make application promptly.

APPLY AT: City of Southfield, Human Resources Department,
26000 Evergreen Road, Southfield, MI 48076

A Completed City of Southfield application packet is required to be considered for this position.

Applications may be downloaded from the City's website at www.cityofsouthfield.com

Current TPOAM members who wish to be considered for this position must apply by 5:00 P.M. June 22, 2020

This announcement is only a summary of the position, its duties, job requirements and compensation. Further information is available from the Human Resources Department. The City of Southfield does not discriminate in its employment or any other programs or activities on the basis, of sex, race, color, age, height, weight, marital status, national origin, religion, arrest record, physical or mental disability, family status, sexual orientation, gender identity or any other protected category. We provide reasonable accommodation for qualified individuals with a disability if requested.

AN EQUAL OPPORTUNITY EMPLOYER M/F/V/H, DRUG FREE WORKPLACE

JS Dated: June 11, 2020



Individuals with special needs who may require assistance with the application process should contact the Human Resources Department at (248) 796-4700 (voice) email at hrsupport@cityofsouthfield.com if auxiliary aids or services are needed. Reasonable advance notice is required.