



## Township of Lakewood Employment Opportunity

### **Building Department: Electrical Inspector**

The Township of Lakewood is seeking a full-time Electrical Inspector for its Building Department.

Description: Under direction reviews plans and performs electrical inspection work to enforce the State Uniform Construction Code, the electrical subcode, and regulations adopted pursuant to the Uniform Construction Code; does related work as required. Must be able to inspect and evaluate electrical work on construction projects. Must be able to inspect electrical installations in existing buildings for conformance with the minimum safety standards incorporated in the regulations of the Uniform Code and relevant laws within the jurisdiction. Prepare reports and maintain records and files.

Requirements: Applicant must be highly motivated, detail orientated and must possess excellent written and oral communication. He/she must have strong interpersonal skills and be very comfortable with the public in a busy office atmosphere.

Applicants must possess a valid Building Inspector's HHS License issued by NJDCA. Appointees will be required to possess a driver's license valid in NJ.

Salary range: \$46,425.83 to \$72,668.65.

Position: Full time

Benefits: Full health benefits including dental, vacation, sick time, yearly holidays and pension plan.

To apply: Please mail or email cover letter and resume with "**Electrical Inspector**" in the subject line **no later than Friday, May 4, 2018** to the attention of :

Patricia Komsa, Director of Human Resources  
Township of Lakewood  
231 Third Street  
Lakewood, New Jersey 08701  
[hr@lakewoodnj.gov](mailto:hr@lakewoodnj.gov)

Posted: April 19, 2018

The Township of Lakewood is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity and sexual orientation, national origin, disability status, protected veteran status, or any other characteristic protected by law.



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## **Job Specification**

### **ELECTRICAL INSPECTOR**

#### **DEFINITION**

Under direction reviews plans and performs electrical inspection work to enforce the State Uniform Construction Code, the electrical subcode, and regulations adopted pursuant to the Uniform Construction Code Act; does other related work.

**NOTE:** The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

#### **EXAMPLES OF WORK:**

Examines and approves plans and specifications for electrical work for compliance with the electrical subcode of the Uniform Construction Code.

Inspects and evaluates electrical work in construction projects for conformance with requirements of approved plans, and the electrical subcode and regulations of the New Jersey Uniform Construction Code.

Inspects electrical installations in existing buildings for conformance with the minimum safety standards incorporated in the regulations of the Uniform Construction Code and relevant laws within the jurisdiction.

Determines the cause of electrical or energy subcode violations and takes corrective action.

Provides testimony in court.

Provides recommendations for temporary and final certificates of occupancy.

Prepares reports.

Establishes and maintains essential records and files.

Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office, or related units.

#### **REQUIREMENTS:**

##### **LICENSE:**

Applicants must possess a valid license as an Electrical Inspector of the appropriate level, High-rise and Hazardous (HHS) or Industrial and Commercial (ICS), issued by the New Jersey Department of Community Affairs.

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

#### **KNOWLEDGE AND ABILITIES:**

## Industrial and Commercial Specialist (ICS)

Knowledge of electrical service sizing and design.

Knowledge of branch circuit and feeder design including conductor sizing and over-current protection requirements for various types of circuits including general lighting and power, appliance and motor circuits, and switchboard and panelboard systems.

Knowledge of requirements for special fixtures, methods, and devices required by code.

Knowledge of the organization and content of the Uniform Construction Code.

Knowledge of basic classification of structures into class categories.

Knowledge of the methods of systematic plans analysis.

Knowledge of the information to be included on plans for compliance with code requirements.

Knowledge of material requirements found in the code.

Knowledge of installation methods for all approved materials.

Knowledge of methods used to prepare inspection reports.

Ability to analyze and interpret electrical installation codes.

Ability to prepare electrical plans and specifications.

Ability to review working plans and specifications for accuracy and conformity.

Ability to work harmoniously with property owners, private contractors, and others.

Ability to conduct electrical investigations and inspections.

Ability to issue electrical work permits.

Ability to prepare reports of investigations containing findings, conclusions, and recommendations.

## High-rise and Hazardous Specialist (HHS)

The same knowledge and abilities as an ICS license plus knowledge of advanced electrical system design.

Knowledge of procedures and methods necessary to check design, material, and installation practices for the more complex systems in high-rise and hazardous structures, according to the hazardous use identified in Article Four of the building subcode and the hazardous locations identified in the electrical subcode.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.