

## **BUILDING OFFICIAL**

### **PURPOSE AND NATURE OF WORK**

This is a single-position class, responsible for administering the enforcement of building codes and related laws, regulations and ordinances. Supervision is exercised over a moderate staff of inspection and clerical personnel. Work is performed independently under the general direction of a Department Director.

**ILLUSTRATIVE EXAMPLES OF WORK** (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Plans, organizes, supervises, directs, participates in, and evaluates the enforcement of nationally recognized building codes and City-Parish ordinances; directs the work of subordinates engaged in building, plumbing, electrical and mechanical inspection. Coordinates inspection activities with different boards of standards and appeals, and testifies in appeals and other legal action. Consults with contractors, architects, engineers, building owners and the public on the requirements of building, zoning and other codes. Supervises the review of building plans for structural adequacy and code compliance. Supervises and assists with training of subordinates in inspection field work and related code enforcement. Reviews existing codes and ordinances, and proposes changes when needed. Performs related work as required.

### **NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS**

Extensive knowledge of the materials, methods and practices related to the construction, repair and alteration of new and existing structures.

Thorough knowledge of possible defects and flaws in construction, and of effective corrective measures.

Thorough knowledge of the applicable codes and regulations governing construction, alteration and repair.

Ability to read and interpret complex plans, specifications and blueprints.

Ability to establish and maintain effective working relationships with subordinates, government officials, contractors, property owners and the general public.

Ability to present ideas effectively, both orally and in writing.

### **DESIRABLE TRAINING AND EXPERIENCE**

Bachelor's degree in architecture or engineering, certification as a building official, and considerable, progressively responsible experience in building construction design and inspection, including supervisory experience; or any equivalent combination of training and experience.

### **NECESSARY SPECIAL QUALIFICATIONS**

Possession of *one* of the following as required by the State of Louisiana:

1. a current ICC Certified Building Official Certificate
2. a current ICC Master Code Professional Certificate
3. a license as a Louisiana Architect or Louisiana Engineer and two years experience as an architect, engineer, inspector, plans examiner, contractor or superintendent of construction or any combination of these