EMPLOYMENT OPPORTUNITY

CITY OF ROYAL OAK

Construction Inspectors - Temporary

SALARY: **$ 13.00 TO $ 20.00** PER HOUR

Applicants must submit a completed City of Royal Oak application packet, along with a current resume to the Human Resources Department no later than 4:00 p.m. April 19, 2012.

APPLY IN PERSON:	OR	APPLY BY MAIL:
HR Department, 1st floor of City Hall,		PO Box 64
211 Williams St., Royal Oak MI 48067		Royal Oak, MI 48068-0064

Applications are also available on the web at: www.ci.royal-oak.mi.us/jobs

A temporary CONSTRUCTION INSPECTOR, upon application, shall have the following training and experience:

- Graduation from an accredited high school or trade school, or completion of equivalent experience and training.
- Experience in Road, Sewer and Watermain construction, surveying or engineering.
- Licenses: A Valid State of Michigan Operators' License with a good driving record.

QUALIFICATIONS FOR EMPLOYMENT:

Experience in reading blueprints.

Experience and ability to measure, record and compute quantities.

Ability to communicate both verbally and in neat – legible writing.

Ability to establish and maintain good working relations with project managers, contractors and the general public.

Ability to walk, stand, bend, and climb for extended periods of time in a variety of weather conditions.

GENERAL STATEMENT OF DUTIES: A CONSTRUCTION INSPECTOR performs a variety tasks under limited supervision by the Engineering Department. A CONSTRUCTION INSPECTOR will work in the field with the contractor performing measurements, calculations, recording pertinent data and organizing reports and quantity records.

ESSENTIAL DUTIES AND RESPONSIBILITIES: A CONSTRUCTION INSPECTOR may be assigned to work in any one of the following applications; sidewalk removal and replacement, sewer and/or watermain replacement, and paving construction projects.

- Read blueprints and specifications – measure and compute field quantities – prepare daily reports
- Keep detailed records of construction activities to assure compliance of materials and work with approved plans. Application of mathematical formulas to measurements and quantities.
- Keep project manager apprised of project progress.
- Represent the City in a positive manner with contractors and property owners.

SUCCESSFUL CANDIDATES will be required to pass a physical including drug testing.

Posted: 3/22/2012

1993 City of Royal Oak Revised March, 2012

The City of Royal Oak is an Equal Opportunity Employer.