



City of Portland, Oregon
Bureau of
Development Services
FROM CONCEPT TO CONSTRUCTION

THE CITY OF PORTLAND, Oregon invites applications for the position of:

Electrical Inspector

Salary: \$33.20 - \$38.40 Hourly **Great Benefits!**

Recruitment Opening Date: 10/10/2016

Recruitment Closing Date: 10/31/2016 at 04:30PM

Recruitment Information: www.portlandoregon.gov/bds/careers

For Qualifications and to Apply Visit:

www.portlandoregon.gov/jobs after recruitment opens on October 3, 2016

The [Mission of Portland's Bureau of Development Services](#) is to promote safety, livability, and economic vitality through efficient and collaborative application of building and development codes.

THE POSITION:

The Electrical Inspector with the [Bureau of Development Services](#) (BDS) enhance the safety and livability of structures by performing field inspections of industrial, commercial, and multifamily residential construction projects for compliance with applicable electrical codes and regulations. They work meet the Bureau's expectations of providing excellent customer service in an equitable manner to meet the needs of the City of Portland's community. This position requires knowledge of the relevant codes and regulations, and the ability to use significant discretion and judgment when applying them. Electrical Inspectors work on a team that shares information, trains together, and works together.

Work includes:

- Performing electrical inspections, writing inspection reports, maintaining detailed and accurate records, and related duties.
- Interpreting information from plans, and explaining codes and policy to customers who have varying levels of electrical code knowledge.
- Performing record and permit searches using a variety of technologies, and ensuring accuracy of fees.
- Maintaining the Bureau's customer service standards by working closely with customers to help them understand how codes and other regulations apply to their projects, and problem-solving in a positive and professional manner.
- Providing assistance in an equitable manner to diverse customers.

The Bureau employs both Residential and Commercial Electrical Inspectors. *The current vacancy is in the Residential Inspections Section; however, this recruitment may be used to fill future needs for the Commercial*

Inspections Section. Fluency in a second language is desired, but not required. Electrical Inspectors assigned to the Residential Inspections Section are required to complete an in-house training program (classroom and field) leading to Residential Inspector certifications in building, mechanical, and plumbing within five years from date of hire. Training occurs during regular work hours, and support is provided by the Bureau.

It is the policy of the City of Portland that no person shall be discriminated against based on race, religion, color, sex, marital status, family status, national origin, age, mental or physical disability, protected veteran status, sexual orientation, gender identity or source of income. The City values diversity and encourages everyone who is interested in employment with the City to apply. ***An Equal Opportunity/Affirmative Action Employer.***

For information about the Oregon Inspector Certification process, you may contact the State of Oregon's Building Codes Division at (503) 373-1268, or view their web site at:

http://licenseinfo.oregon.gov/?fuseaction=license_icon&link_item_id=14832.

You are welcome to join us at one of the information sessions listed below.

To assist you in understanding this position and the recruitment process, we will offer **Optional Information Sessions** that will provide you with details about this position and about the application process. We will also talk about the process of obtaining relevant certifications. You are not required to attend to apply for this job, but attending will help you with the application process. You are welcome to join us for one of these optional sessions:

The optional informational sessions will be held on:

Tuesday, October 11, 2016

12:00 p.m. – 1:00 p.m. - Room 5A

Location: Bureau of Development Services

1900 SW Fourth Avenue, Fifth Floor ~ Portland, OR 97201

Please note: this is not the Portland Building, which is located several blocks to the north.

OR

Wednesday, October 19, 2016

6:00 p.m. to 7:00 p.m.

Location: IBEW Local Union 48

15937 NE Airport Way, Portland, OR 97230

**No remote session is offered for this session*

OR

Thursday, October 27, 2016

4:00 p.m. – 5:00 p.m. - Room 5B

Location: Bureau of Development Services

1900 SW Fourth Avenue, Fifth Floor ~ Portland, OR 97201

Please note: this is not the Portland Building, which is located several blocks to the north.

**If you are unable to attend the info sessions, you have the option to participate remotely. For instructions on how to participate remotely, please contact Krystal Ngene by 2:00 p.m. Pacific Time within 2 business days of the informational session date by email, Krystal.Ngene@PortlandOregon.Gov, or by phone at 503.823.7213.*