



NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS COMPETITIVE JOB OPPORTUNITY

Posting Date: June 4, 2021

This is a provisional appointment/tested position

Job Description:

Title: **Construction Inspector Trainee**

Code: JBP

Unit: Varies

Grade: 5

Salary: Starting \$24,224

Location: Varies

Schedule: Varies

INSTRUCTIONS FOR COMPLETING APPLICATION

If you are applying for more than one position a separate application must be completed for each title with the title written in the upper right section on the front of the application. Please ensure that all applications are completed accurately and fully, and are signed before they are submitted to this office. Incomplete applications will not be considered or returned.

APPLICATIONS MAY ONLY BE SUBMITTED IN PERSON

The Nassau County Civil Service Application (CSX-1) can be obtained by contacting the Human Resources Unit. All completed applications with any supporting documentation must be submitted on or before the filing deadline to:

**Department of Public Works
Human Resources Unit
1194 Prospect Avenue
Westbury, New York 11590**

It is strongly recommended that you maintain a copy of your application for your records.

RESIDENCY REQUIREMENTS

Must have resided in Nassau County for one year prior to date of posting.

GENERAL STATEMENT OF DUTIES

This is a competitive class trainee position. The period of trainee service shall be not less than one year and not more than two years from the date of appointment from an appropriate eligible list, the service to be of such designated length as to satisfy the training and experience requirements for Construction Inspector I. Upon the satisfactory completion of the designated trainee service, which also serves as the probationary period, a Construction Inspector Trainee shall attain permanent status as Construction Inspector I.

COMPLEXITY OF DUTIES

Under close supervision, the incumbent assists the construction inspection staff in determining contractual compliance with contracts, plans, and specifications and the work is reviewed for completeness and accuracy. Related duties may also be performed, as required.

TYPICAL DUTIES

1. Assists in the inspection of construction materials and workmanship of construction projects to insure adherence to contract requirements.
2. Assists in the inspection of materials for quality and in the supervision of the placement of materials by contractor.
3. Assists in the checking of elevations, grades, and stake-outs for structures and the alignment of sewer pipe lines.
4. Assists in interpreting construction requirements to contractors and construction workers.
5. Prepares and maintains daily work reports and logs.
6. Assists in enforcing Federal, State, and local laws and regulations concerning construction procedures and safety practices.

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Knowledge of principles and practices applicable to the construction of roads, bridges, sewer construction, sea walls, and hydraulically operated structures.
2. Knowledge of procedures and practices applicable to inspection and testing of materials used in construction projects.
3. Knowledge of elementary algebra and the methods of computing areas and volume.
4. Ability to be trained in reading and interpreting assigned types of civil engineering plans, maps, and specifications.
5. Ability to establish and maintain effective working relationships.
6. Sufficient physical stamina to work under adverse weather conditions.

MINIMUM QUALIFICATIONS

Training and Experience

Graduation from high school.

Necessary Special Requirement

Continuing possession of an appropriate class, valid Driver License issued by the State of New York may be required.

NOTE: Experience in the inspection of the construction of roads, bridges, sewer construction, sea walls or related structures may be substituted for education on a year-for-year basis up to a maximum of two years.

NOTE: Trainee positions are subject to Rules XVII and XIX of the Nassau County Civil Service Rules in relation to term of probation.