

BLACKMAN CHARTER TOWNSHIP

JOB OPENING

ELECTRICAL INSPECTOR

Blackman Charter Township is seeking applicants for an independent contractor to perform electrical inspections. Minimum qualifications are listed on the job specification Applicants must complete an application, and submit a resume and letter of interest via e-mail to pjancek@blackmantwp.com or by postal mail, Attn: Pete Jancek Supervisor, 1990 W. Parnall Rd. Jackson, MI 49201

Before applying, applicants are required to review the complete job specification and complete an application both are on the township website at <http://www.blackmantwp.com> Applications will be accepted until 4:00 p.m. Friday September 29, 2023.

Blackman Charter Township is an Equal Opportunity Employer

Blackman Charter Township

Job Specification

ELECTRICAL INSPECTOR

JOB DESCRIPTION

Employees in this job perform electrical inspection activities including inspection of electrical wiring and equipment in and on public and private buildings by visual observation and by use of mechanical testing of equipment to ensure compliance with established state and federal codes and laws.

JOB DUTIES

Inspects, with visual observation and electrical testing equipment, new installations and alterations of electrical wiring and equipment in and on public and private buildings and premises.

Checks, visually and mechanically, such items as circuit loads, sizes of conductors and raceways, connections and taping, over current protection and the use of approved service-related devices fixtures, and equipment.

Reviews proposed construction plans and documents to determine compliance with applicable laws, regulations, and codes.

Issues written notices of code violations requiring corrective action.

Inspects approved plans, specifications and permits issued for proposed work projects.

Explains, both verbally and in writing, the electrical codes to architects, engineers, owners, contractors, electricians, governmental officials and the public.

Gathers evidence on reported code violations and prepares necessary reports.

Testifies at administrative hearings and in court regarding violations of electrical codes, laws or regulations.

Attend meetings of electrical inspectors, contractors, electricians, and other interested groups to discuss State Electrical requirements and the State Electrical Act.

Prepares and/or maintains reports, files, and written correspondence.

Performs related work as assigned.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of state and national electrical codes and related laws and regulations.

Knowledge of the standard practices, processes, tools, equipment and materials of the electrical trade.

Knowledge of electrical inspection techniques and practices.

Knowledge of the occupational hazards and safety precautions applicable to the work.

Some knowledge of basic investigative techniques and methods.

Ability to read, interpret and apply codes, laws, rules, and regulations relative to the work.

Ability to read and interpret electrical plans and specifications.

Ability to observe critically, electrical installation or alterations, obtain accurate data and prepare reports.

Ability to communicate effectively.

Ability to meet and deal effectively with others.

Working Conditions

Work is typically performed in houses or buildings under construction.

Exposure to heat. (e.g., a foundry), cold (e.g., a construction site in winter), noise (e.g., a stamping plant), and noxious fumes (e.g., a chemical plant).

Exposure to dust, dirt, odor and dampness.

Travel by vehicle is required.

Education

Education is typical of that acquired through completion of high school.

Experience

Six years of experience in the electrical trade, including two years equivalent to a journey-level electrician.

Special Requirements, Licenses, and Certifications

Must meet the requirements of Act 407 of 2016 and be registered as an electrical inspector and plan reviewer.

Possession of a journey or master electrician's license issued by the State of Michigan or a municipality with a state approved licensing program.

Possession of a valid driver's license.