

# MECHANICAL INSPECTOR

This Part-time Mechanical Code Inspector position ensures that commercial, residential and industrial heating, ventilating, air-conditioning, refrigeration, and fire suppression equipment and their systems are in compliance with established codes, specifications, laws and regulations. This incumbent must possess a Mechanical License and be currently registered as a Mechanical Inspector in the State of Michigan. Must have four years of experience or combined training and experience in the field and have excellent communication skills. At a minimum, the applicant must possess a high school diploma or G.E.D. (Associate's Degree is preferred), a valid MI Motor Vehicle Operator's License, the use of their own vehicle, and be registered with Department of Labor and Industry as a certified or current residential code administrator. Salary commensurate with experience. Dual certifications in Plumbing and Mechanical Inspections is preferred but not required. Send resume and letter of interest no later than December 1, 2017.

## JOB DESCRIPTION

Mechanical inspectors are expected to inspect using visual observation and mechanical testing equipment to ensure that new mechanical installations and alterations of mechanical systems in public and private buildings are in compliance with established codes, laws, and regulations, read and analyze blueprints, manuals, verify measurements of mechanical plans, and test the ascribed capabilities.

Checks, visually and mechanically, the use of approved materials, devices, fixtures and equipment. Issues written notices of code violations requiring corrective action. Reviews proposed construction plans and documents to determine compliance with applicable laws, regulations, and codes. Explains, both verbally and in writing (if necessary), the mechanical codes to architects, engineers, owners, contractors, inspectors, governmental officials and the general public. Issues written notices of code violations requiring corrective action. Gathers evidence on reported and observed code violations and prepares necessary reports. Testifies at hearings related to violations of mechanical codes, laws or regulations. Attends meetings of inspectors, contractors, governmental officials and other interested groups to discuss state mechanical code requirements and the State Mechanical Act. Performs related work as assigned.

## JOB QUALIFICATIONS

### Knowledge, Skills, and Abilities

Knowledge of the standard practices, processes, tools, equipment and materials related to heating, ventilation, air-conditioning, refrigeration, and fire suppression. Knowledge of the Michigan State Mechanical and Energy Codes and related laws and regulations. Knowledge of inspection techniques and practices. Knowledge of the occupational hazards and safety precautions applicable to the work. Knowledge of investigative techniques and methods. Geometric Dimensioning and Tolerance (GD&T): 1 year. Work independently with limited supervision and direction. Ability to operate & own a motor vehicle, ability to communicate effectively and work without regular supervision. Good written & verbal communication skills. Must be comfortable working as an Independent Contractor (1099).

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

### Working Conditions

Inspects, through the use of visual observation and mechanical testing equipment, installations and alterations to commercial, residential and industrial heating, ventilating, air-conditioning, refrigeration, and fire suppression equipment (HVAC) and their systems, both indoors and outdoors, in order to assure compliance with state mechanical and energy codes. Some jobs require an employee to work in a hazardous environment that involves exposure to unpleasant and noxious fumes and odors, be exposed to noise, dust, dirt, dampness, and be exposed to inclement weather conditions.

*Physical Requirements:* require an employee to walk, bend, and reach for extended periods. The job duties require an employee to climb ladders

### Special Requirement, Licenses, and Certification

Upon appointment, individuals must meet the requirements of Act 54 of 1986 and be registered as a mechanical code inspector and plan reviewer. Possession of a valid Michigan driver's license and have own vehicle.

Please contact: Ann Arbor Charter Township

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