

July 1, 1999

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

SENIOR HOUSING INSPECTOR

DEFINITION:

Under direction, to train and supervise a group of housing inspectors; to perform the more difficult or problem housing inspections; and to perform related work.

* EXAMPLES OF DUTIES:

- Plans, assigns, and supervises the work of housing inspectors;
- Consults and gives technical assistance to subordinates on complex problems;
- Investigates and reviews inspection complaints;
- Performs the most difficult or problem inspections for compliance with applicable building codes and regulations;
- Confers with and gives information to architects, contractors, builders and the general public;
- Prepares reports and correspondence;
- Evaluates work of subordinates and prepares performance reports;
- Recommends discipline in cases of employee misconduct or poor performance;
- Interviews and recommends selection of building inspection employees;
- Trains subordinates.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

One year of journey-level experience as a combination building inspector with a public agency at a level equivalent to the City of San Diego's classification of Housing Inspector II.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.