



## **Mechanical Inspector 1**

**Category:** Classified  
**Pay Grade:** C20  
**Job Code:** 12060

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### **JOB SUMMARY**

Performs entry level technical work in inspecting heating, air conditioning, ventilation, and fire protection installations; inspects and checks installations for adherence to approved plans and specifications, for compliance with the applicable codes and regulations, and to protect the public against fire and other hazards caused by defective materials and workmanship in mechanical and fire protection systems; performs skilled technical examinations and the application of standard trade practices to mechanical and fire protection systems inspections.

### **ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)**

- Makes technical inspection of the installation of new or modification of old mechanical and fire protection;
- Checks each project for defects, omissions, violations, and other departures from correct procedure and applicable County codes;
- Issues notices of non-compliance and directs to the Chief Mechanical Inspector;
- Performs tests on equipment and materials as directed;
- Inspects all work upon completion and signs permit giving final approval for the County that the work is safe for life and property;
- Makes routine and periodic patrols and inspections of areas assigned to check for violations and hazardous conditions;
- Investigates complaints of defective mechanical and fire protection systems installations that are reported;
- Makes re-inspections as directed and reports violations;
- Performs data entry and retrieval functions in researching violations and scheduling inspections;
- Supervises entry and exit and loading or dumping of trucks;
- Maintains yard and dump areas and keeps clear of debris;
- Maintains daily logs, fuel sheets and performance reports;
- Performs other related job duties as assigned.

### **QUALIFICATIONS**

#### **Education and Experience:**

High school or vocational school graduate and five (5) years of experience in the field of construction or a related field; or experience that meets eligibility requirements according to one of the criteria of FS 468 to take the examination for certification as a Building Code Inspector; or an equivalent combination of education, training, and/or experience.

#### **Special Qualifications (May be required depending on area of assignment):**

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.

- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Applicant must secure a Florida State Certification as a Mechanical Inspector within two (2) years of employment and maintain the required continuing education.
- Candidate to demonstrate more advanced proficiency, competency, and satisfactory completion of regularly assigned work in an independent manner. Appointing Authority retains discretion to employ an incumbent at this level or advance the incumbent non-competitively or competitively after a candidate meets the minimum qualifications to an in-line career ladder position within the same organization or department.
- Other knowledge, skills, abilities, and credentials required for a specific position.

**Knowledge, Skills and Abilities:**

- Knowledge of the methods and practices involved in constructing, installing, and operating a variety of heating and air conditioning installations, equipment, and appliances, and of standard mechanical and fire protection systems testing devices;
- Knowledge of possible defects and faults in mechanical and fire protection systems equipment including duct work, and of effective corrective measures;
- Knowledge of the regulations governing mechanical and fire protection systems installations, equipment, and appliances, effective in the unincorporated areas of the County;
- Ability to read and interpret mechanical and fire protection systems diagrams and specifications for all types of installations;
- Ability to diagnose defects and hazards in old and new mechanical and fire protection systems installations, equipment, and appliances and enforce specifications and regulations firmly, tactfully, and impartially;
- Ability to express oneself clearly and concisely, orally and in writing;
- Ability to apply computer applications and software;
- Ability to keep records, prepare, and submit reports;
- Ability to complete the continuing education required by the state;
- Ability to use or repair small, medium, and heavy equipment and machinery.

**PHYSICAL/MENTAL DEMANDS**

The work is medium work which requires exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Additionally, the following physical abilities are required:

- **Balancing:** Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- **Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- **Crouching:** Bending the body downward and forward by bending leg and spine.
- **Feeling:** Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- **Fingering:** Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- **Grasping:** Applying pressure to an object with the fingers and palm.
- **Handling:** Picking, holding, or otherwise working, primarily with the whole hand.
- **Kneeling:** Bending legs at knee to come to a rest on knee or knees.
- **Lifting:** Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- **Pulling:** Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- **Pushing:** Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- **Reaching:** Extending hand(s) and arm(s) in any direction.

- Visual ability: Sufficient to effectively operate office equipment including copier, computer, etc.; and to read and write reports, correspondence, instructions, etc.
- Hearing ability: Sufficient to hold a conversation with other individuals both in person and over a telephone; and to hear recording on transcription device.
- Speaking ability: Sufficient to communicate effectively with other individuals in person and over a telephone.
- Mental acuity: Ability to make rational decisions through sound logic and deductive processes.
- Talking: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Repetitive motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Standing: Particularly for sustained periods of time.
- Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

### **WORKING CONDITIONS**

Work is performed in a dynamic environment that requires sensitivity to change and responsiveness to changing goals, priorities, and needs.