

EDUCATION AND EXPERIENCE

EXPERIENCE: Four years of increasingly responsible building inspection experience including one year of lead or supervisory responsibility.

EDUCATION/TRAINING: Equivalent to the completion of the twelfth grade supplemented by specialized training in the building construction trades, supplemented by 30-40 units of related college level course work in engineering, architecture, or construction. An Associates of Arts degree is preferred.

LICENSE : Possess and maintain an appropriate valid California Driver License and a safe driving record.

Certificate: Possess and maintain I.C.B.O./I.C.C. or other city approved agencies certification as a combination commercial building inspector.

Highly Desirable Qualifications: Three to Four years of commercial experience in electrical, plumbing, mechanical and building inspections. CASP and Building Plan Examiner Certifications.

COMPENSATION & BENEFITS

The salary range for this position is \$85,833 to \$104,331 annually). The City of Vallejo has a salary step plan of 1 thru 5. Placement in the salary range is dependent upon the qualifications and experience of the successful candidate. The Supervising Building Inspector position is part of the International Brotherhood of Electrical Workers (IBEW). The City offers employees in this unit attractive benefits including:

- **Retirement**—CalPERS retirement (2.7% @55 formula) Employee pays 9% of salary contribution. New to CALPERS 2% @ 62 formula (PEPRA).
- **Social Security and Medicare**—The City participates in these supplemental plans with 7.65% of salary paid by employee for 2016.
- **Vacation**—Accrues at the rate of 10 Days for the first 4 years; with a maximum accrual rate at 25 days with more than 21 years service.
- **Holidays**—The City offers 11 paid holidays, plus 2 paid floating holidays annually.
- **Sick Leave**—8 hours earned for each full month of employment.
- **Health Benefits**—Employees, spouse, and dependents under age 26 are provided with medical coverage through CalPERS Health Insurance. The employee chooses from among seven available plans. The City pays up to 75% of the Kaiser Bay Area Rate.

- **Medical Flex Plan**—Employees are eligible for up to \$250.00 monthly in lieu of city paid medical insurance upon proof of other medical insurance.
- **Other City Paid Benefits**—For Employee, spouse and dependent children under age 23: Dental, Orthodontic, Vision, and Employee Assistance Program;
- **Employee only:** Life Insurance (\$40,000), Long Term Disability.
- **Retiree Medical**—The City pays the retiree health premium to the same extent as active employees .
- **Deferred Compensation**—The City offers three Deferred Compensation Plans. Participation is available on a voluntary basis, with no City matching provided.



APPLICATION PROCESS

Applicants **must** submit the following: (1) a completed City of Vallejo application form (on-line submission preferred), (2) current resume, (3) cover letter and (4) three professional references. Application packets containing all required materials will receive a paper screening assessment. Those found to be the best qualified will move forward in the process. Prior to hire, the selected candidate will be required to take a job-related pre-placement medical exam, including drug

screening; may be fingerprinted; have reference and criminal history background and credit checks (where applicable); take a loyalty oath; and provide proof of legal right to work in the United States. To apply online go to: <http://www.cityofvallejo.net> or visit the Human Resources Department at 555 Santa Clara Street, Vallejo, CA 94591

THE CITY OF VALLEJO



INVITES APPLICATIONS FOR THE POSITION OF SUPERVISING BUILDING INSPECTOR



Closing Date: February 16, 2016

An Equal Opportunity Employer That Supports Workplace Diversity

THE CITY

The City of Vallejo is located in Solano County and has a population of approximately 127,000. Vallejo and the surrounding community cover almost 54 square miles (30 square miles on land and 24 square miles of waterway). The City is a rapidly changing, highly diverse community located midway between the cities of Sacramento and San Francisco. It is a friendly, active waterfront community that attracts innovative, hardworking people and takes great pride in its 200-year history and maritime heritage.

With a mild year-round climate and easy access to varied recreational opportunities, residents of Vallejo are situated to take advantage of the best of what the area has to offer. Golf, museums, performing arts, boutique shopping and a wide selection of restaurants are all available in the City. Residents and visitors alike enjoy Vallejo's delightful historic downtown area, weekly downtown farmer's market, and beautifully restored Victorian homes and business fronts. Vallejo is also home to Six Flags Discovery Kingdom, one of America's only combination wildlife, oceanarium and theme parks. The City's Main Street Designation in 2000 and two historic districts are a reflection of the City's pride in and emphasis on maintaining the character and heritage of Vallejo.

Vallejo is in close proximity to the major employment and tourist areas in the region, approximately nine miles from Napa, 32 miles from San Francisco, 22 miles from Oakland and 47 miles from Sacramento. It is well connected to these areas via I-80 and I-780, as well as Highways 37 and 29. In addition to being close to four major highways, Vallejo is also serviced directly by Union Pacific Railroad and is convenient to the regional ports of Oakland, San Francisco and Richmond. Air travel is available through San Francisco, Oakland and Sacramento International Airports.

The Vallejo City Hall is set in a beautiful bay-front park and faces the Mare Island Naval Shipyard (decommissioned in 1996). Established in 1854, the shipyard was the first of its kind on the west coast. The south end of the former naval shipyard is being transformed into a vibrant mixed-use facility, including a town center, historic core, waterfront promenade with retail and entertainment, and four urban-style residential neighborhoods with more than 1,400 homes planned. Mare Island also has office and industrial space to meet almost any commercial need. Targeted industries for this commercial district include high-tech and biotech, as well as heavy industrial, light manufacturing, medical, professional and administrative companies. And, with ample berth and dry dock areas, it is equipped to accommodate a wide variety of maritime uses.

Also located at the bay-front park is the ferry terminal. The ferry provides direct access to San Francisco and is a model for transportation in the Bay Area. The City has a formal downtown waterfront development plan, which will ultimately transform the City's waterfront area into a transportation oriented multiple-use area of shops, restaurants, office, residential and open space.

Vallejo offers a wide array of neighborhoods and master planned communities. Whether it is the golf club community of Hiddenbrooke, the seaside marina of Glen Cove or the hillside view of Hyde Park, Vallejo offers its residents a unique combination of bedroom community, suburban quietude, waterfront paradise and foothill vistas. The median price of a home in Vallejo is an affordable \$142,500.

The Vallejo City Unified School District is a medium-sized K-12 school district serving 17,000 students. The District is comprised of 16 K-5 schools, four middle schools serving grades 6-8, two comprehensive high schools, a continuation school, a community day school, and a unique school which provides support to families who choose an independent study/home study option. In addition, the District has an extensive child development and preschool program, and an adult school which serves 4,000 adults. There are also two charter schools and an excellent network of private and parochial schools. Higher education is offered through the California Maritime Academy (part of the California State University system), Touro University (California), and Solano Community College (Vallejo).

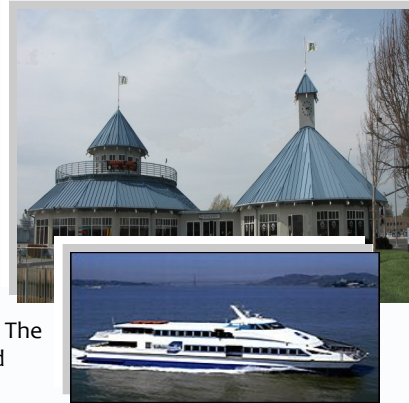


THE CITY GOVERNMENT

There are approximately 495 authorized staff positions in the following areas: Administration (Finance and Human Resources), Operations (Police, Fire and Public Works), Economic Development, City Manager, and City Attorney. The City has a Council-Manager form of government with the Mayor and six Council Members elected at large, on a non-partisan basis, for four year overlapping terms.

On August 4, 2011, United States Bankruptcy Judge Michael S. McManus signed the order confirming the City's amended and modified plan of adjustment. That plan had been approved by all the City's major creditors. The confirmed plan will allow the City of Vallejo to emerge from bankruptcy and move forward to rebuild itself into a new and better, more productive organization, devoting its resources and focus to the community it serves.

The City has prepared a General Fund Five Year Business Plan and has adopted the following concepts to assure sustainability: 1) live within our means (five-year projection); 2) look to the future (prioritize); 3) stop deferring expenses (maintenance, capital); 4) establish emergency reserve (disasters or emergencies); and 5) use one-time monies for one-time expenditures (new equipment,



THE POSITION

The Supervising Building Inspector is located in the Department of Community and Economic Development for the City of Vallejo-Building Division. The Supervising Building Inspector will supervise, assign, review and participate in the work of staff responsible for performing technical building inspections and plan check work in enforcing compliance with building codes, regulations and ordinances; perform inspection tasks for major and complex projects, and perform a variety of technical tasks relative to their assigned area of responsibility. The Supervising Building Inspector will:

- Plan, prioritize, assign, supervise and review the work of assigned building inspection staff; assign daily work activities, review work for accuracy and compliance with Division policies and procedures.
- Participate in the selection of assigned staff; provide training to employees on work methods, procedures and techniques to ensure efficient and proper operation of the Building Division.
- Recommend building inspection services goals and objectives; assist in the development and implementation of policies and procedures necessary for providing effective building inspection and plan check services.
- Participate in the development and implementation of the Building Division work plan; review and evaluate services, methods and procedures.
- Participate in preparing the building Division budget; assist in budget implementation and monitoring; participate in forecasting additional funds needed for staffing, equipment, materials and supplies; participate in the administration of the approved budget; assist in the preparation of special budget programs.
- Perform highly skilled inspection and plan check work for complex building, electrical, plumbing, mechanical, ADA, green building and Title 24 energy construction projects.
- Inspect foundation, concrete, steel, masonry, wood construction, framing, plastering, plumbing, heating and electrical installations and a large variety of complex and routine building system elements.
- Examine plans and specifications of new construction additions and alteration to residential, commercial and industrial buildings to determine compliance with the provisions of the construction codes, ordinances, and regulations.



THE IDEAL CANDIDATE WILL:

The ideal candidate will be energetic, creative, and forward-thinking while providing both a lead and supporting role in the City's goals in promoting an organizational culture that fosters excellence, respect, integrity, and growth.

Ideally the candidate will possess the following:

- Extensive experience performing inspection of commercial and industrial buildings, performing plan checks, and hands on experience.
- Commercial experience which includes office buildings, retail, clinics, restaurants, single-family, multifamily, apartments, condo's, industrial, etc.
- Experience inspecting amusement parks and theme Parks
- Extensive experience working with minimal supervision conducting inspections
- Extensive experience mentoring and training building staff
- Considerable writing skills including: report writing, budgets, narrative reports and employee evaluations
- Experience making presentations to the public and/or the City Council
- Extensive technical knowledge of California Building Standard Codes
- Problem solver, solution oriented and use of good judgment

Ideal candidates will possess knowledge of the following: operation, services and activities of a comprehensive building inspection program; principles of supervision, training and performance evaluation; building related codes and ordinances enforced by the City, including the California Building, Electrical, Plumbing, and mechanical codes, and zoning codes.

Ideal candidates will also possess the ability to: supervise and train technical building inspection staff, interpret and apply pertinent Federal, State, and local laws, codes and regulations; read and interpret complex building plans, specifications and building codes; and determine if construction systems conform to City code requirements.