NEW AUG 0 2 1987

**OHIO CLASSIFICATION SPECIFICATION**
*Developed for Equal Opportunity*

**CLASS TITLE:** Electrical Inspector

**CODE:** 24131C

**MAJOR AGENCIES:** County Offices, Universities

**JURISDICTION:** Cnty., Ur

**FUNCTION:** Under general supervision from electrical inspection supervisor, performs inspections of electrical installa tions to ensure compliance with electrical standards of Ohio Administrative Code & approved electrical specifications, assists in training building inspectors in area of electrical standards & inspections & accompanies them during construc tion phase when necessary & prepares & maintains reports regarding inspection activities;

- PERFORMS RELATED DUTIES AS REQ

| RANK | % OF TIME | JOB DUTIES | MAJOR WORKER CHARACTERISTICS |
|---|---|---|---|
| 1 | 77-83 | Performs technical field inspections of public & commercial buildings to ensure compliance with electrical standards of Ohio Administrative Code & approved electrical specifications, & coordinates inspections with building inspectors during course of building construction when needed, povides consultative services to local health officials concerning code requirements & safety practices & informs owner &/or contractor of violations of electrical codes on their structures or plans, recommends changes to meet requirements & offers assistance to alleviate problems. | Knowledge of (1) public relations, (2 interviewing, (3) Ohio Administrative Code & statutes regarding electrical standards; skill in (4) electrical in stallation & inspection; ability to ( define problems, collect data, establish facts & draw valid conclusions, (6) use algebra, (7) handle sensitive telephone & face-to-face contacts & i quiries with public & government offi cials, (8) read & interpret construction specifications. |
| 2 | 22-28 | Prepares & submits inspection reports, weekly reports & other correspondence; attends meetings & training seminars to keep abreast of current regulations; testifies at adjudication order hearings; maintain files on projects; assists in training building inspectors to develop their electrical knowledge. | Knowledge of 1, 3; skill in 4; abilit to 5, 6, 7, 8, (9) prepare meaningful concise & accurate reports & records. |

(180)

123: 1-7-17

*Developed after employment

**UNUSUAL WORKING CONDITIONS:**
Requires travel; works outside, exposed to weather; exposed to high voltage.

**MINIMUM CLASS REQUIREMENTS:** *(including license, if any.)* Certificate of competency as electrical safety inspector as issued by Board of Building Standards per Section 3783.03 of Revised Code. Valid Driver's License.

**TRAINING & DEVELOPMENT**

FORM ADM-4134

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