Part-time Building Inspector Position Open

The Town of Niskayuna is currently looking to hire a part-time Building Inspector.

This part-time position has a starting hourly rate commensurate with experience, and the option to be part of the NYS retirement system.

Applicants need a Bachelor's degree in construction, engineering or architectural technology and one year of experience in the construction and/or repair of buildings which shall have involved the review and interpretation of plans, sketches and blueprints; or graduation from a regionally accredited or New York State registered college or university with an Associate's degree in construction, engineering or architectural technology and three years of experience as outlined above; or five years of experience as outlined above; or an equivalent combination of training and experience as defined by the limits of the various options above.

Contact Town Planner Laura Robertson at lrobertson@niskayuna.org or (518)386-4531

From Civil Service Job Description:

DISTINGUISHING FEATURES OF THE CLASS: This position exists in a town building department and involves responsibility for supervising the operation of the building department including building construction, engineering functions, zoning enforcement and building inspection. Duties are performed under the general supervision of a higher level supervisor in accordance with established policies and procedures with allowance for the exercise of independent judgment in carrying out the details of the work.

TYPICAL WORK ACTIVITIES:

• Reviews, plans and inspects all building construction which includes single family dwellings, multiple family dwellings, commercial buildings and industrial complexes;
• Examines various acoustical, lighting, heating, ventilation, safety and electrical aspects of construction as prescribed and required by the New York State Uniform Fire Prevention and Building and Energy Code, as well as local laws and ordinances;
• Computes and analyzes all structural members and systems for proper loading capacities;
• Recommends and assists builder if plans fail to meet the applicable codes or accepted standards;
• Field inspects all construction to assure code compliance and proper construction;
• Assists builder during construction if problems are encountered;
• Coordinates and supervises municipal projects such as landfill expansion, design, sewage treatment plant modifications and recreational facility construction;
• Executes any necessary surveying, field layout or design related to municipal projects as well as the compiling of detailed reports and presentations as required;
• Inspects plumbing, sewer and drainage installation;
• Interprets and applies town ordinances to all new construction, alterations and occupancies.
• When necessary, forwards proposal to Zoning Board of Appeals with a written denial to be acted upon by the Board;
• Investigates complaints made to Town Hall, usually with a field inspection;
• Assists in prosecuting violations;
• Answers questions dealing with Building or Zoning Codes;
• Performs a variety of related duties as required.
FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the modern practices, principles, materials and tools used in building construction; thorough knowledge of local building codes and ordinances; thorough knowledge of the New York State Multiple Residence Law and Building, Fire and Energy Codes; ability to prepare calculations and engineering drawings; ability to interpret plans and specifications; ability to use relevant provisions of applicable codes and laws in inspection procedures; ability to supervise the work of others.