

ROOFING INSPECTOR

DEFINITION

Inspects roofing maintenance, repair, and replacement work performed by contractors for compliance with plans, specifications, and contract documents.

TYPICAL DUTIES

Coordinates inspections with contractors, administrators and other District personnel.
Inspects materials delivered to job sites for compliance with contract specifications.
Inspects contract roofing work in progress and verifies that the work and materials comply with contract specifications.
Performs final inspection and recommends job approval or disapproval to a Roofing Inspection Supervisor.
Prepares a daily report of job progress, number of employees on the job, comments, conditions, and related information.
Prepares various reports as needed.
Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Roofing Inspector inspects roofing maintenance, repair, and replacement work performed by contractors for compliance with plans, specifications, and contract documents.

A Roofing Inspection Supervisor organizes and directs the inspection of contract roofing work on District projects.

A Roofer performs journey-level work in the maintenance, repair, and replacement of nonmetal roof coverings.

SUPERVISION

General supervision is received from a Roofing Inspection Supervisor. No supervision is exercised.

CLASS QUALIFICATIONS

Knowledge of:

Practices, processes, materials, and tools of the roofing trade
Federal and State Occupational Safety and Health Administration safety orders pertaining to the roofing trade
Use of fuel-burning kettles, power hoists, scaffolding, and rigging
Microsoft Word and Excel

Ability to:

Interpret plans and specifications
Locate roofing plan deviations, poor workmanship, and other faults in contract work
Keep accurate records and prepare clear, concise reports
Work effectively with private contractors and District personnel

Special Physical Requirement:

Climb ladders and work on roofs safely

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency.

Experience:

Four years of journey-level or higher experience in a variety of roofing applications, preferably of which two years are at the senior level with responsibility for the planning and completion of roofing jobs.

Special:

A valid California Driver License.
Use of an automobile.

SPECIAL NOTE:

Employment is subject to medical clearance.

Positions in this classification are subject to pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead.

Prior to employment, all successful candidates will be required to pass an asbestos medical examination in compliance with the General Industry Safety Orders of the California Administrative Codes.

Requires wearing a negative pressure respirator

The class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and /or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised
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