



## Utility Inspector

### Planning and Construction

#### JOB SUMMARY

This position is responsible for the coordination, observation, testing and documentation of water and wastewater infrastructure projects to ensure compliance with JWSC standards of construction.

#### MAJOR DUTIES

- Performs inspection observations of infrastructure construction including water mains, sewer mains, pumping stations and other water and sewer system components.
- Documents conformance to JWSC standards through monitoring contractor performed:
- Hydrostatic testing on water main lines, tapping saddles, and gate valves.
- Low pressure air tests on all new gravity sewer main lines.
- Hydrostatic pressure tests on all new sewer force main lines.
- Review of CCTV inspection videos.
- Use of compaction testing equipment.
- Maintains thorough and detailed documentation of all assigned projects per Division standards.
- Reads plans and drawings to ensure compliance with standards.
- Inspects water and sewer ditch lines for safety and ensures proper backfill and compaction.
- Reviews as-built and record drawing plans to ensure accuracy and compliance.
- Performs final inspections.
- Performs daily clean-out inspections; enters GPS data.
- Performs field locates on sewer and water mains through the use of GPS instrumentation.
- Maintains daily reports and photo log of all inspections.
- Performs other duties as assigned by the Senior Inspector.

#### KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of relevant local, state, and federal laws, regulations, and policies.
- Knowledge of safe and accepted engineering and construction practices and procedures.
- Knowledge of construction inspection processes and procedures.
- Knowledge of modern office practices and procedures.
- Skill in interpreting engineering reports, maps, and construction drawings.
- Skill in the interpretation and application of rules, regulations, codes and ordinances.
- Skill in the use of computers and various software programs.
- Skill in the preparation of informative reports.
- Ability to effectively communicate through oral and written communication.

#### GUIDELINES

Guidelines include agency construction standards and engineering plans and specifications. These guidelines require judgment, selection, and interpretation in application.

#### COMPLEXITY/SCOPE OF WORK

- The work consists of varied construction inspection duties. The unique nature of each project contributes to the complexity of the position.
- The purpose of this position is to inspect water and sewer construction projects to ensure compliance with applicable regulations, ordinances, specifications, standards and contract agreements. Successful performance ensures compliance with all relevant standards.

#### PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing or stooping. The employee climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is largely performed in active construction sites with all associated hazards to include uneven ground, limited line of sight, confined spaces and the presence of heavy equipment.
- The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. Work requires the use of personal protective devices such as hard hats, safety shoes, hi-visibility clothing, masks,

goggles, gloves, etc.

#### MINIMUM QUALIFICATIONS

- Competency in basic mathematical calculations, engineered plan reading, the use of measurement tools and computerized documentation.
- Ability to accurately document, compile and retrieve project information in an organized manner.
- Comfort level with and ability to work safely in and around active construction sites.
- Ability to derive decisions through the use of standard documents and industry reference texts.
- Comfort level in interacting effectively with customers, contractors, builders and the general public.
- Ability to monitor work objectively to ensure adherence to JWSC standards of construction.
- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.

#### PREFERRED QUALIFICATIONS

- Knowledge and level of competency commonly associated with 1-3 years in a construction management, regulatory or engineering occupation.
- Possession of an industry recognized licensure such as Utility Foreman, Water Distribution, Wastewater Collections or similar.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.