



City of Portland, Oregon
Bureau of
Development Services
FROM CONCEPT TO CONSTRUCTION

THE CITY OF PORTLAND, Oregon invites applications for the position of:

Electrical Inspector

Salary: \$35.63 - \$41.21 Hourly with **Great Benefits!**

****wage is scheduled to increase as per contract negotiations***

Recruitment is Open NOW! – Apply at www.portlandoregon.gov/jobs

Recruitment Closing Date: 3/12/2018 at 11:59PM

Find out more about the Bureau of Development Services at www.portlandoregon.gov/BDS

Bring your talents to the City of Portland!

The City of Portland is actively recruiting for the Electrical Inspector position to create a list of eligible candidates. Electrical Inspectors with the Bureau of Development Services (BDS) enhance the safety and livability of structures by performing field inspections of industrial, commercial, and multifamily residential construction projects for compliance with applicable electrical codes and regulations. Electrical Inspectors work to meet the Bureau's expectations of providing excellent customer service in an equitable manner to meet the needs of the City of Portland's community. This position requires knowledge of the relevant codes and regulations, and the ability to use significant discretion and judgment when applying them. Electrical Inspectors work on a team that shares information, trains together, and works together.

About Our Job

The duties for this position include:

- Performing electrical inspections, writing inspection reports, maintaining detailed and accurate records, and related duties.
- Interpreting information from plans, and explaining codes and policy to customers who have varying levels of electrical code knowledge.
- Performing record and permit searches using a variety of technologies, and ensuring accuracy of fees.
- Maintaining the Bureau's customer service standards by working closely with customers to help them understand how codes and other regulations apply to their projects, and problem-solving in a positive and professional manner.
- Providing assistance in an equitable manner to diverse customers.

The Bureau employs both Residential and Commercial Electrical Inspectors. *The current vacancy is in the Residential Inspections Section; however, this recruitment may be used to fill future needs for the Commercial Inspections Section. Fluency in a second language is desired, but not required.* Electrical Inspectors assigned to the Residential Inspections Section are required to complete an in-house training program (classroom and field) leading to Residential Inspector certifications in building, mechanical, and plumbing within five years from date of hire. Training occurs during regular work hours, and support is provided by the Bureau. This classification is represented by the District Council of Trade Unions (DCTU).

It is the policy of the City of Portland that no person shall be discriminated against based on race, religion, color, sex, marital status, family status, national origin, age, mental or physical disability, protected veteran

status, sexual orientation, gender identity or source of income. **The City values diversity and encourages everyone who is interested in employment with the City to apply.** If you wish to identify yourself as an individual with a disability under the Americans With Disabilities Act of 1990 and will be requesting accommodation, the requests must be made to the Analyst(s) named below **no later than the closing date of this announcement.**

Qualifications - *The following minimum qualifications are required for this position:*

1. Knowledge and experience in applying provisions of the Oregon Electrical Specialty Code and related amendments.
2. Knowledge of and experience in the practices and materials used in electrical installations, and in evaluating electrical construction methods and materials.
3. Ability to write detailed reports and use various technologies.
4. Knowledge and skill in interpreting and explaining technical electrical information and electrical code requirements.
5. Knowledge and skill in reading and interpreting electrical blueprints and calculations.

Applicants must also possess:

- An Oregon A-Level Electrical Inspector Certification
- An Oregon Residential or One and Two Family Dwelling Electrical Inspector Certification
- An Oregon Inspector Certification
- A valid state driver's license and an [acceptable driving record](#)

For information about the Oregon Inspector Certification process, you may contact the State of Oregon's Building Codes Division at (503) 373-1268, or view their web site at:

http://licenseinfo.oregon.gov/?fuseaction=license_icon&link_item_id=14832.

To Apply

All applications must be made online, through the City of Portland Employment Center at www.portlandoregon.gov/jobs. Click on the Electrical Inspector announcement, and after reading the information there, click the "APPLY" button on the top right. Follow the prompts and upload your resume and provide responses to all supplemental questions.

Applicants will be evaluated on training and experience, as demonstrated in their resume and answers to the supplemental questions. Please be sure to provide sufficient information in your responses to the supplemental questions and your resume to display to our subject matter experts the extent of your qualifications.

Optional Information Sessions:

To assist you in understanding this position and the recruitment process, we will offer Optional Information Sessions that will provide you with details about this position and about the application process. You are not required to attend to apply for this job, but attending will help you with the application process. You are welcome to join us for one of these optional sessions.

**Tuesday, Feb 20, 2018
From 12 – 1pm
At Ch2M Center
2020 SW 4th Avenue
Ste 190, conference room 1**

Or

Thursday, March 1, 2018
From 6-7pm
At IBEW Local 48 Training Center
15937 NE Airport Way, Portland OR 97230

Remote participation is available for the **2/20/18 session only**. For instructions on how to participate remotely, please contact Sara at (503) 823-5019 or Sara.Flores@portlandoregon.gov no later than 2:00 pm (PST) two business days prior to the **2/20/18 informational session date**.

Questions? Contact Shelonda Simpson, Senior Human Resources Analyst at shelonda.simpson@portlandoregon.gov or (503) 823-3555

The Bureau of Development Services is committed to the elimination of racism and discriminatory practices in our services and in our work place, because we understand the positive value of equitable systems. **Racial Equity** = *When race does not determine or predict life outcomes and conditions allow all races to flourish.* To learn more about how we honor this commitment as an organization and individuals, read our complete Equity Commitment: <https://www.portlandoregon.gov/bds/article/670171>.

Explore www.portlandoregon.gov/bds, to learn more about the great work we do at BDS!