

**ERIE COUNTY HEALTH DEPARTMENT
JOB POSTING #2017-13**

The Erie County Health Department is an Equal Opportunity Employer

POSITION: Plumbing Inspector Trainee

DIVISION: Construction Services

SALARY: Commensurate with experience

WORKING HOURS: Full Time 8:00 a.m. – 5:00 p.m. – Monday through Fridays, occasional weekend or evening hours.

START DATE: Immediate Opening

POSTING DATE: Wednesday, April 12, 2017

CLOSING DATE: Friday, December 29, 2017, at 5:00 p.m. or Until Filled

CONTACT PERSON: Kathy Bango, Human Resources Office

ESSENTIAL ELEMENTS:

- Assists plumbing inspectors with plumbing inspections, e.g., reviews plans, drawings and specifications of plumbing installations submitted by architects, engineers, contractors, business owners to ensure compliance with state laws and regulations governing plumbing, backflow prevention and drainage.
- Assists with examining permit applications for plumbing installations and determines permit fees.
- Confers with contractors, installers, building owners and provides classroom instruction concerning proper plumbing system installation, backflow and cross connection prevention.
- Assists plumbing inspectors to perform plumbing inspections and investigations countywide to enforce state codes and county regulations.
- Receives plumbing inspection telephone calls and properly responds as appropriate.
- Establishes travel routes, charts status of inspections to ensure all plumbing inspections performed within time prescribed by law.
- Completes inspection reports.
- Completes mileage and expense reports.
- Answers questions concerning plumbing code.
- Prepares routine correspondence regarding work activities.
- Maintains backflow program with the Erie County Department of Environmental Services.
- Maintains files as necessary (e.g., plans reports, mileage, DARs).
- Follows all HIPAA provisions concerning confidential information.
- Participates in the Incident Command Structure according to the NIM system.
- Responds to incident management/emergency issues.
- Completes other special projects or duties as assigned.
- Responds to organizational goals, strategic priorities, and management by objectives (MBOs).

NON-ESSENTIAL ELEMENTS:

- Assists with training and orientation of new employees.
- Attends meetings as required.
- Communicates according to situational or organizational structure.
- Notifies supervisor of any treatment which may affect decision making.

MAJOR CHARACTERISTICS OF JOB PERFORMANCE:

- Knowledge and understanding of Patient Centered Medical Homes (PCMH) and Public Health Accreditation Board (PHAB) accreditation processes.
- Knowledge of Agency policies.
- Understands the overall operations of the health department and the Ten Essential Public Health Services.
- Ability to learn, follow directions, and communicate.
- Knowledge of Ohio Plumbing Code and any supplemental local regulations.
- Knowledge of public relations.
- Calculates fractions, decimals, and percentages.
- Reads and reviews blueprints.
- Understands technical manuals and verbal instructions associated with practicing of trade.
- Writes concise and accurate reports.
- Stands, walks, or bends continuously during inspections.
- Knowledge of basic computer skills.
- Provides leadership, vision and effective communication skills.

MINIMUM QUALIFICATIONS FOR EMPLOYMENT:

Possess Ohio Construction Industry Licensing Board (OCILB) state plumbing contractor's license, National Inspection Testing Certification (NITC) medical gas installer certification, Ohio Department of Commerce certified backflow tester certification and Ohio commercial driver's license. Seven years practical plumbing experience to include skill and training in matters related to sanitary regulations concerning plumbing work per Section 3703.04 of Revised Code; 1 year experience in inspection of plumbing installation and drainage in accordance with state regulations; maintain Ohio Construction Industry Licensing Board (OCILB) state plumbing contractor's license, National Inspection Testing Certification (NITC) medical gas installer certification, Ohio Department of Commerce certified backflow tester certification and Ohio commercial driver's license. Comply with all current and future certifications and/or license requirements as described by the certification/licensing agency that issued the certification and/or license. Proficient in electronic records and new technology as applied to position. Must maintain a valid Ohio commercial driver's license and current automobile liability insurance throughout employment.

Qualified applicants may apply to the Human Resources Department, Erie County Health Department, 420 Superior Street, Sandusky, Ohio, (419-626-5623, Ext. 194) OR visit our website at www.eriecohealthohio.org where current job postings can be viewed and an application is available to download. A completed Erie County Health Department employment application must be stamped in the Human Resources Department prior to 5:00 p.m. on December 29, 2017 or until filled.
EOE/AA/ADA

Physical Requirements include at least:

Total Hours:	One Time:	Eight-Hour Day:
Sit	3.0 Hours	2.0 Hours
Stand	1.0 Hours	5.0 Hours
Walk	0.5 Hour	1.0 Hour
Amount:		
Less than 5 lbs.	Lift: Constant	Carry: Constant
6 – 10 lbs.	Constant	Constant
11-20 lbs.	Frequent	Frequent
21-25 lbs.	Frequent	Frequent
26-50 lbs	Frequent	Frequent
More than 50 lbs.	Frequent	Frequent
<i>Bend:</i> Frequent	<i>Squatting:</i> Frequent	
<i>Crawling:</i> Occasional	<i>Climbing:</i> Frequent	
<i>Reaching:</i> Frequent	<i>Move fingers/limbs easily:</i> Frequent	
Work Conditions		
Unprotected heights		No
Being around moving machinery		Yes
Exposure to marked changes in temperature and humidity		Yes
Driving automotive equipment		Yes
Exposure to dust, fumes and gases		Yes
Use Hands in Repetitive Action Such As:		
Simple Grasp:	Right: Yes	Left: Yes
Push/Pull Arm Controls:	Right: Yes	Left: Yes
Fine Manipulation:	Right: Yes	Left: Yes
Use Feet in Repetitive Movement of Leg Controls:		
Right: Yes	Left: Yes	Both: Yes

Approved for Content & Posting: _____



Date 04.13.2017