

**CLASS SPECIFICATION**

4-21-89

ELECTRICAL INSPECTOR, 4221

Summary of Duties: Inspects new, existing, and modified electrical installations to secure conformance to electrical laws, ordinances and safety provisions; inspects electrical work in public buildings to assure conformance to City plans, specifications, and standards; assists in training other inspection employees; and does related work.

Distinguishing Features: The work of an employee of this class is distinguished from that of electrical craft workers by the fact that an Electrical Inspector is responsible for making inspections in connection with the enforcement of laws and statutes concerned with the establishment and maintenance of minimum standards for residential, commercial, and industrial electrical installations and appliances in the City to reduce fire and injury hazards from electrical causes. This class is also distinguished from Building Mechanical Inspector in that the latter is concerned with all inspections of residential structures rather than electrical inspections.

Some positions in this class perform electrical inspection work in connection with the control and acceptance of electrical installations and equipment in City buildings. In either case, however, an Electrical Inspector is required to follow field work through to completion, employing established procedures to secure conformance. Although the decisions of an Electrical Inspector in the application and interpretation of requirements are subject to review, the nature of the work requires initiative and the ability to deal effectively with officials, contractors, and the public without arousing antagonism.

Examples of Duties: Reviews electrical plans and verifies loads, demand factors, number of circuits, and fees required; inspects residential, commercial, and industrial electrical installations and equipment, within an assigned area, for conformance to plans, the provisions of the Los Angeles City Electrical Code, and accepted safety standards; issues notices for corrections required to persons responsible for conformance; makes interpretations of requirements and recommends procedures to contractors, workers of various crafts, and owners; makes investigation of premises where fires have occurred and where violations have been observed or reported, and determines corrections required; may perform special inspections; consults with supervisors relative to procedures to be followed in the application and interpretation of the Los Angeles City Electrical Code in unusual cases; keeps records and prepares reports; may assist in the prosecution of violators of the electrical laws; assists in the training of Assistant Inspectors; surveys electrical wiring, fixtures, and equipment on premises where substandard conditions have

been reported; issues notices to repair or remove wiring, fixtures, and equipment found to be unsafe; makes suggestions for procedures to secure conformance; maintains files on each job until all corrections have been made.

Inspects, electrical work to assure the control and acceptability of electrical installations and equipment in City buildings; reviews material lists and interprets specifications, methods of installation, and plans; makes changes necessary to adapt plans to the installation; prepares, change orders; prepares reports on percent of completion for payment purposes; assists in the final inspection of installations for acceptance; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications: A good knowledge of the Los Angeles City Electrical Code; a good knowledge of the proper methods of residential, commercial, and industrial electric wiring and equipment installation, standards of materials used, and of accepted safety standards; general knowledge of the principles of electrical engineering as they apply to electric equipment, appliances, and residential, commercial, and industrial wiring and installations; the ability to inspect electrical installations and to interpret and apply pertinent provisions of laws, regulations, and accepted standards; the ability to read and interpret plans and specifications of electrical installations; the ability to calculate electrical loads and to verify other electrical requirements; the ability to obtain pertinent facts and prepare clear and concise reports; and the ability to accept responsibility and exercise good judgment and tact in dealing effectively with electrical contractors, workers of various crafts, owners, and the general public.

Four years of experience as an electrical inspector or journey-level electrician, including 'work on both residential and commercial or industrial electrical installations; or one year of experience as an Assistant Inspector IV for the City of Los Angeles is required.

Upon appointment, an Electrical Inspector will be required to furnish an automobile, properly insured, for use in City service. Mileage will be paid according to established rates.

License: A valid California driver's license is required.

Physical Requirements: Strength to perform average lifting of 15 pounds and occasionally over 25 pounds; and back and leg coordination involved in activities such as stooping, kneeling, crouching, and crawling.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position,

and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided by Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.