

**BUILDING INSPECTOR (OC)**  
**NYS #66-340 RC/EL #19106**

**A \$15 non-refundable application filing fee is required. A check or money order made payable to the Rockland County Commissioner of Finance must accompany the application. Please refer to Supplement A for further information regarding the application filing fee.**

Examination to be held **June 22, 2019**; Last filing date **May 1, 2019**

**VACANCIES:** One each in the Village of Airmont, the Village of South Nyack, the Village of Spring Valley and the Village of West Haverstraw. The Village of Spring Valley and the Village of West Haverstraw may not be filling the positions at this time.

**POSITIONS EXIST IN:** Various Villages.

**RESIDENCE REQUIREMENTS:** Candidates must be legal residents of Rockland County at the time of examination.

**SALARY:** The starting salary is \$47.04/hr for a 35 hour-work-week with the Village of Haverstraw. Salary may vary in other locations.

**WHAT THE JOB IS LIKE:** A Building Inspector is responsible for reviewing and passing on all plans and specifications submitted with applications for local village permits as well as for inspecting structures either erected or under construction or repair, for compliance with approved plans and specifications, the local building code, zoning ordinances and applicable portions of the New York State Uniform Fire Prevention and Building Code (Uniform Code). Supervision may be exercised over technical and clerical assistants. General direction is received from the Mayor and/or the Village Board of Trustees. Employees in this class do not have the responsibility for the examination of plans for the construction or the inspection of large-scale projects involving the use of reinforced concrete or structural steel, and a municipality should engage a licensed Professional Engineer or Architect for this work. Does related work as required.

**MINIMUM QUALIFICATIONS:** By examination date, you must have: Graduation from high school or possession of an equivalency diploma and one year of experience either as a general contractor (involving on-site building construction, supervision or inspection); a sub-contractor or foreman for a major building construction trade such as carpentry, plumbing, heating and ventilating; a building inspector; a construction engineer; a clerk of the works; or related experience and, in addition, either:

- a. Three years of on-site building construction experience in any work directly involved in the construction process; or
- b. Two years of full-time technical or trade school training in building construction; or
- c. Possession of a Bachelor's or higher degree in architecture, engineering or other course of study applicable to building construction; or
- d. Any equivalent combination of the above training and experience.

**NOTE:** Building construction experience or apprenticeship training may be substituted for required schooling on a year-for-year basis.

**PUBLIC OFFICER NOTE:** In those villages which have provided the authority of a public officer to this title, appointees must be at least 18 years of age, a citizen of the United States, a resident of the municipality in which employed, and must not have been convicted of a violation of selective training and service acts of the United States.

**SPECIAL REQUIREMENTS:**

1. It is the responsibility of the appointing authority to ensure that code enforcement personnel, as defined in Part 434, Title 19 of New York Codes, Rules and Regulations, who are charged with enforcement of the New York State Uniform Fire Prevention and Building Code (Uniform Code) and who commence employment on or after January 1, 1985, shall complete the prescribed minimum basic code enforcement training within the applicable period established under that Part as well as required annual in-service training.
2. Possession of a valid driver's license appropriate for the vehicle to be operated.

(If using college credits to qualify, official college transcripts must be sent directly from the school to our department no later than August 22, 2019.) Student transcripts are not acceptable.

**NOTE:** Your college degree and/or college credit must have been awarded by a regionally accredited college or university or one recognized by the NYS Education Department as following acceptable educational practices. If your degree and/or college credit was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. You can write the Rockland County Department of Personnel for a list of acceptable companies who provide this service. **This form is also available on the Rockland County website: [www.rocklandgov.com](http://www.rocklandgov.com).** You must pay the required evaluation fee.

**SEE NEXT PAGE**

## **BUILDING INSPECTOR (OC) #66-340 (CONTINUED)**

### **SUBJECT OF WRITTEN EXAMINATION:**

1. Inspection procedures and principles – These questions test for knowledge of the appropriate practices and methods to use when inspecting various types of building facilities and projects, including proper adherence to plans and codes, dealing with residents, owners and contractors, and inspection record keeping.
2. Building construction and rehabilitation – These questions test for knowledge of the various methods and materials used when constructing or renovating various types of buildings and their components.
3. Understanding and interpreting building plans and requirements – These questions test for the ability to read, analyze and perform computations based on technical drawings and written technical material related to building facilities and projects. All the information needed to answer the questions will be presented in the written material and/or drawings.
4. Building, housing and zoning laws and codes – These questions test for knowledge of, and the ability to apply, provisions of the Building and Residential Codes of New York State (and the portions of other codes applicable to these two codes), and the general concepts of zoning, including related laws and regulations.
5. Understanding and interpreting written material – These questions test for the ability to understand and interpret written material. You will be presented with brief reading passages and will be asked questions about the passages. You should base your answers to the questions **only on what is presented in the passages and not on what you may happen to know about the topic.**

### **USE OF CALCULATORS IS RECOMMENDED FOR THIS EXAMINATION**

Unless specifically prohibited, candidates are permitted to use quiet, hand-held solar or battery powered calculators. Devices with typewriter keyboards, "Spell-checkers", "Personal Digital Assistants", "Address Books", "Language Translators", "Dictionaries", "Computers", and any similar devices are prohibited.

The New York State Department of Civil Service has not prepared a test guide for this examination. However, candidates may find information in the publication "How to Take a Written Test" helpful in preparing for this test. This publication is available online at: <https://www.cs.ny.gov/testing/testguides.cfm>.

**Date Issued: 4/10/19**