



INNOVATION TO THE NEXT POWER

**TITLE:** Field Inspector

**Date:** 3-1-2010

**Classification:** Non-exempt

**Department:** Telcom/Energy

**Reports to:** Resident Engineer/Project Manager

**Position Summary:** Performs routine construction inspection services, including closely supervised liaison between supervisor and contractor. Maintains daily job log and is totally familiar with plans and specifications. Has some initial supervised exposure to clients. No responsibility for the direction of others.

**Essential Duties and Responsibilities:**

Observe work in progress to ensure conformance with specifications.

Examine workmanship of finished installations for conformity to standards.

Maintains daily report of construction inspection activities.

Prepares sketches of construction installations that deviate from plans and incorporates changes into master plans.

Inspects equipment operation and material on the job site.

Interprets specifications as related to materials and workmanship.

Assumes responsibility of administering portions of the contract, which includes preparing change orders and pay requests.

Receives moderate supervision from Resident Engineer or Project Manager.

May be assigned to work independently on a project with some complex features.

Will be required to perform other duties as requested, directed or assigned.

**Education and Experience:** High school diploma or equivalent. Some related technical school course work preferred.

**Job Knowledge:**

**Building and Construction** — Knowledge of materials, methods, and the tools involved in the construction or repair of telecommunications or energy technology

**Engineering and Technology** — Knowledge of the practical application of engineering science and technology.

This includes applying principles, techniques, procedures, and equipment to the design and production of various goods and services.

**English Language** — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

**Customer and Personal Service** — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

**Mathematics** — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.

**Design** — Knowledge of design techniques, tools, and principles involved in production of precision technical plans, blueprints, drawings, and models.

**Mechanical** — Knowledge of machines and tools, including their designs, uses, repair, and maintenance.

**Law and Government** — Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules.

**Physics** — Knowledge and prediction of physical principles, laws, their interrelationships, and applications to understanding fluid, material, and atmospheric dynamics, and mechanical, electrical, atomic and sub-atomic structures and processes.

#### **Skills:**

**Active Listening** — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

**Reading Comprehension** — Understanding written sentences and paragraphs in work related documents.

**Complex Problem Solving** — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

**Critical Thinking** — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

**Judgment and Decision Making** — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

**Speaking** — Talking to others to convey information effectively.

**Writing** — Communicating effectively in writing as appropriate for the needs of the audience.

**Monitoring** — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

**Social Perceptiveness** — Being aware of others' reactions and understanding why they react as they do.

**Time Management** — Managing one's own time.

#### **Abilities:**

**Oral Expression** — The ability to communicate information and ideas in speaking so others will understand.

**Oral Comprehension** — The ability to listen to and understand information and ideas presented through spoken words and sentences.

**Problem Sensitivity** — The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

**Written Comprehension** — The ability to read and understand information and ideas presented in writing.

**Deductive Reasoning** — The ability to apply general rules to specific problems to produce answers that make sense.

**Near Vision** — The ability to see details at close range (within a few feet of the observer).

**Written Expression** — The ability to communicate information and ideas in writing so others will understand.

**Inductive Reasoning** — The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).

**Information Ordering** — The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).

**Speech Recognition** — The ability to identify and understand the speech of another person.

**Supervisory Responsibilities:** None

**Licenses, Certifications, Training Requirements:** Valid driver's license in good standing.

**Physical, Mental and Visual Demands:**

Flow of work involves normal mental and visual attention along with manual coordination much of the time. While performing the duties of this job, the employee is consistently required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Work Environment:**

Exposed to extreme weather conditions, including: hot and cold temperatures, rain, snow, dust, and wind. Most assignments are performed at a job site and may include some physical labor and environmental distractions such as changes in climate and topography. Physical hazards may be present. Will also work in an office type environment as required.

Travel approximately 90% of the time.