

<b>Job Class Code: 3290</b>	<b>FLSA Status: Non-exempt</b>
<b>Pay Basis: Salary (Annual)</b>	<b>EEO Category: 3</b>

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to inspect cross-connections and backflow prevention controls in piping systems for compliance with regulations. The class is responsible for reviewing plans, conducting inspections, coordinating with contractors, maintaining records, and responding to inquiries. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

<b>TYPICAL TASKS</b>	
<ul style="list-style-type: none"> <li>• Reviews plans and progress of the construction for water service systems including cross-connections and backflow prevention devices.</li> <li>• Conducts field inspections and tests of water service systems to ensure compliance with regulations and prevent water contamination or pollution.</li> <li>• Coordinates with construction contractors, developers, and engineers to accomplish goals, communicate information, and make recommendations for any changes and/or improvements.</li> <li>• Prepares and maintains reports and records such as inspection records, related correspondence, and violation reports.</li> <li>• Responds to inquiries and concerns from the general public or City personnel.</li> <li>• Assists with developing and promoting cross-connection and backflow prevention programs.</li> <li>• Attends or conducts staff meetings to exchange information; attends in-service training and classes, seminars, or conferences to improve professional skills.</li> <li>• Performs related tasks as necessary such as keeping abreast of new technology regarding cross-connection control.</li> <li>• Performs other related duties as assigned.</li> </ul>	

<b>GENERAL STANDARDS</b>	
<b>Data Involvement</b>	Gathers, organizes, analyzes, examines, or evaluates data or information and may prescribe action based on such data or information.
<b>Interpersonal/People Involvement</b>	Persuades or influences others in favor of a service, point of view, or course of action; may enforce laws, rules, regulations, or ordinances.
<b>Reasoning Requirements</b>	Performs skilled work involving rules/systems but solves problems almost constantly.
<b>Mathematical Requirements</b>	Performs addition and subtraction, multiplication and division, and/or calculates ratios, rates and percents.
<b>Language Requirements</b>	Reads journals, manuals, and professional publications; speaks informally to groups of coworkers, staff in other organizational agencies, the general public, and people in other organizations; composes original reports, training and other written materials using proper language, punctuation, grammar, and style; may present training programs.
<b>Mental Requirements</b>	Performs specialized technical or entry level professional work requiring general understanding of operating policies and procedures and their application to problems not previously encountered; applies specialized technical or professional principles and practices in the solution of problems; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.
<b>Decisions/Supervisory Control</b>	Guides others, making frequent decisions, affecting the individual, coworkers, and others who depend on the service or product.

<b>EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS</b>	
<b>Vocational/Educational Requirement</b>	Requires any combination of education and experience equivalent to an associate's degree in engineering or a closely related field.
<b>Experience</b>	In addition to satisfying the vocational/education standards, this class requires a minimum of two years of related, full-time equivalent experience.
<b>Special Certifications and Licenses</b>	Requires a valid driver's license and a driving record in compliance with City Driving Standards. May also require additional certifications.

City of Chesapeake

Class Title: Cross-Connection Inspector I

**Special Requirements**

Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

**ADA REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*

Revised 7/16/2020