

SIERRA LEONE CIVIL SERVICE

JOB DESCRIPTION

Senior Building Inspector

JOB DETAILS

Job Title: Senior Building Inspector

Supervisor/Manager Title: Country Planning and Housing Officer

MDA: Ministry of Lands, Housing and Country Planning

Unit/Division/Directorate: Housing and Country Planning Division **Grade:** 6

Job Summary

The jobholder is responsible for overseeing the conduct of field inspections during construction for compliance to codes, ordinances and regulations and for conformance to approved plans and specifications.

Key Duties

Duty Responsibility	Estimated Percentage of time (%)
Inspect building constructions and documents to ensure compliance to building regulations.	25%
Provide advice to prospective builders/contractors to facilitate their activities.	10%
Assist with the processing of applications for building permits	30%
Assist with mediation of land encroachment cases to prevent conflict	15%
Supervise the activities of Building Inspectors and assist in the general administration of the Building Control Unit.	20%

Occasional Duties

The jobholder may be required to perform any other duty assigned.

Judgement and Decision-Making

The jobholder may be required to:

- Allocate staff for inspection

- Provide advice to clients and contractors

Educational Requirements

A minimum of a Diploma in Civil Engineering, Building and Construction or related discipline from an accredited institution.

Related Job Experience

A minimum of three (3) years experience in conducting building inspections.

Competencies/Skills

- Good knowledge of building codes, ordinances and regulations;
- Working knowledge of safety standards and construction methods;
- Working knowledge of the techniques of building inspection including electrical, plumbing, mechanical and structural work;
- Knowledge of the principles and techniques of supervision;
- Ability to interpret, explain and advise on specific building codes and ordinances;
- Ability to read and interpret building plans and specifications;
- Ability to establish and maintain an effective working relationship with building professionals, property owners and the general public;
- Ability to conduct complex and technically difficult building inspections, enforce regulations and detect deviations from approved plans and specifications;
- Ability to enforce regulations with tact and firmness;
- Ability to walk rugged terrain and climb through partially built structure.

Work Environment

The role is both an office and outdoor based one with severe exposure to hazards, moderate involvement in physical demands and minor disruption to leisure time.

