

**TOWN OF BARRE
POSITION DESCRIPTION**

Position Title: Gas Inspector
Departments: Building Department
Reports to: Building Inspector
Exempt/Non-Exempt Status: Non-Exempt

Grade Classification:
Position Description Approved: 1995
Position Description Revised: 11/18/2015

General Responsibilities:

The Applicant will work under the jurisdiction of the Inspector of Buildings, and shall have the ability to work unsupervised doing inspections and enforcement work of ordinary difficulty and complexity relating to gas installations, repair work, and related work as required.

Typical Duties:

Responsible for enforcement of the adopted gas codes. Inspections of new and existing building and structures, as required or assigned to determine compliance with the adopted codes and approved plans and specifications. Submit reports on all violations and variations from adopted codes and approved plans. Keep daily reports, and records of inspection activities. Submit reports to the Inspector of Buildings on all such activities. Submit reports of all faulty and unsafe gas installations.

Qualifications Required:

The applicant shall have had at least five (5) years' experience as a gas contractor, journeyman, or gas maintenance repair worker. The applicant must have a master gas fitters license. The applicant must have the ability to read and understand the codes and ordinances (by-law) relating to gas work. The applicant must have the ability to read plans and specifications and recognize deviations from such plans or codes.

The applicant shall review and examine building and construction plans for compliance with adopted gas codes, and related building material and construction standards. The applicant shall submit in writing, reports on discrepancies and design variations found in plans and specifications, and the method of construction. The applicant shall make recommendations of acceptance of alternate materials and methods of construction. The applicant shall have the ability to meet with Architects, Engineers, Contractors, building owners, or others, on plans submitted. The applicant shall maintain a current library of codes and regulations.

The applicant shall have the ability to write concise narrative reports for correction of plans and of violations observed both on plan review, and in the field (job sites). The applicant shall have the ability to enforce regulations firmly and impartially, to maintain a satisfactory working relationship with gas contractors, journeymen, master gas installers, and property owners.

The applicant should have graduated from High School, a two year trade school, or combination of both.

Alternate Gas Inspector

Must have the same qualifications as Gas Inspector. May be appointed to act in the absence of the Gas Inspector in case of illness, absence or conflict of interest.