



# Provincial Job Description

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**TITLE:**  
**(405) Plumbing Inspector**

**PAY BAND:**  
**16**

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**FOR FACILITY USE:**

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## **SUMMARY OF DUTIES:**

Provides field-related services to plumbing permit holders such as inspections, sampling, monitoring, surveying, drafting reports, developing material and project assignments, ensuring compliance with Code Requirements, Standards and Guidelines.

## **QUALIFICATIONS:**

- ◆ **Journey person Plumber certification**
  - ◆ **General Gas license**

## **KNOWLEDGE, SKILLS & ABILITIES:**

- ◆ **Intermediate computer skills**
- ◆ **Ability to work independently**
- ◆ **Communication skills**
- ◆ **Organizational skills**
- ◆ **Interpersonal skills**
- ◆ **Valid driver's license**

## **EXPERIENCE:**

- ◆ **Previous:** **Thirty-six (36) months experience working as a plumber to develop depth of knowledge sufficient to judge the work of other plumbers.**

**KEY ACTIVITIES:**

**A. Plumbing Inspections**

- ◆ Travels to job sites to inspect installations according to Code Requirements/Guidelines.
- ◆ Monitors local records to ensure compliance of new buildings.
- ◆ Provides solutions to changing designs to meet Code Requirements/Guidelines.

**B. Complaint Investigations**

- ◆ Documents, reports and investigates complaints for review and enforcement by Public Health Officers.
- ◆ Monitors non-complying systems and provides information for enforcement.

**C. Public Information and Training Programs**

- ◆ Provides information to contractors/public regarding plumbing Code Requirements/ installations.

**D. Related Key Work Activities**

- ◆ Performs general office duties (e.g., answers phones, files).
- ◆ Maintains files and reviews of completed inspections.
- ◆ Processes work orders, maintains documentation and records.
- ◆ Ensures all work complies with CSA Infection Control Standards (hoarding).

*The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.*

**Validating Signatures:**

**CUPE:**

**SEIU:**

**SGEU:**

**SAHO:**

**Date: June 05, 2013**