



INSPECTOR **Cincinnati, Ohio**

Brandstetter Carroll Inc. (BCI) is seeking an Inspector to work as a contract employee. The Civil Inspector, with the guidance of the Project Manager, will carry out or coordinate all inspections as defined by the contract documents, and he/she will provide quality assurance inspections for Civil construction and repair activities. Project types include storm and sanitary sewers, water lines, and asphalt paving.

The immediate need is for multiple projects in Bucyrus, Ohio. Work will start in July 2019 and extend through the 2019 construction season. Additional projects are anticipated in 2020. It is an ideal position for a retiree looking for a part-time position.

ESSENTIAL JOB FUNCTIONS

- Conduct inspections relevant to the Civil/Municipal Discipline
- Monitor relevant contractor operations to ensure that activities are performed in accordance with the applicable plans, procedures and practices
- Prepare Daily Field Reports, attend progress meetings, and assist in the approval of monthly pay requests
- Assist in administrating Quality Control Programs
- Issue Non-conformance Reports when there is a deficiency and ensure their timely close out.
- Observe material test procedures and results
- Assist Project Manager with review of estimated quantities, pay requests and change orders

BASIC QUALIFICATIONS

- Experience in construction and/or design for public works
- Competent in effective communication with contractors, engineers and the general public
- Expert in QC roles (i.e. inspection of welding, structural steel erection)
- Aware of People Management requirements
- Competent in Time Management

REQUIRED SKILLS

- Interpersonal Relationships – Develops and maintains cooperative and professional relationships with contractors, municipality, local utilities, and general public.
- Judgement/Decision Making – Uses logic and reasoning to understand, analyze, and evaluate situations; anticipates, identifies and evaluates potentially dangerous, unusual or deviating situations; diffuses emotional situations and exercises appropriate judgment to establish priorities and take prompt action for problem resolution.
- Time Management – Ability to plan and organize daily work routine. Ability to establish priorities for the completion of work in accordance with sound time-management methodology.
- Communication – Ability to communicate ideas effectively, including the preparation of reports and logs. Ability to listen and understand directions, information and ideas presented verbally and in writing. Ability to handle a variety of customer service issues with tact and diplomacy and in a confidential manner.
- Ability to work on multiple projects at the same time.

EDUCATION AND EXPERIENCE

High school diploma, plus 6 years of experience in construction, public utilities, county/local public works and/or design.

INTERPERSONAL REQUIREMENTS

- Maintain a positive attitude
- Address conflict and contributes opinions in a direct and open way at the time of the discussion; initiates one-on-one conversations with an individual to resolve issues
- Champion new ideas and encourages others to do the same
- Work across boundaries to create and contribute to a successful project.

TIME AND TRAVEL REQUIREMENTS:

- Ability to commit to 20-40 hours per week. Hours are dependent upon construction activity.
- Available some evenings and weekends
- Work may be necessary outside normal office hours
- Must maintain a valid driver's license

PHYSICAL REQUIREMENTS:

This work requires the following physical activities: sitting, standing, walking, driving, finger dexterity, repetitive motions, speaking, hearing, visual acuity, and mobility between locations. The job may risk exposure to extreme heat and/or cold, wet or humid conditions, noise, fumes, odors, moving machinery, electrical shock, and toxic or caustic chemicals.

BENEFITS INCLUDE:

Benefits are not provided to contract personnel.

Compensation will be commensurate with experience, capabilities, and availability.