



Consolidated Waterworks District Number 1

JOB DESCRIPTION

POSITION TITLE.....: Field Inspector
DEPARTMENT.....: Maintenance
REVISED.....: 08/2017
REPORTS TO.....: Staff Engineer
REVIEWED.....: 08/2017
WAGES.....: Hourly

SUMMARY:

Assure that the policies and practices of TPCW are adhered to during construction and repair of TPCW infrastructure.

BASIC FUNCTIONS:

1. Provide construction and maintenance inspection of water infrastructure.
2. Provide daily site inspections to ensure compliance with approved plans, specifications, standards, and codes.
3. Coordinate in the field with contractors, third party inspectors, and local regulatory agencies.
4. Prepare daily reports documenting weather, equipment, manpower, and construction activities; and daily progress photos.
5. Prepare construction documents such as: Preliminary Punch Lists, Time and Material Reports, Field Shop Drawings, etc.
6. Document incomplete work in accordance with the plans/specifications and advise the contractor's superintendent and note in the daily report. On the approval of the District's management, to halt work until questionable matters are resolved to all parties' satisfaction.
7. Performs any miscellaneous duties as assigned including labor-intensive tasks related to infrastructure construction inspection.

PHYSICAL DEMANDS:

1. Regularly required to use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; and talk and hear.
2. Occasionally required to climb or balance.
3. Ability to work with mobile electronics in the field.

OTHER REQUIREMENTS:

1. Familiar with local standards, regulations, and specifications, including but not limited to: TPCW Subdivision Policy and Standard Waterline Construction Specifications, Part 12 of the State Sanitary Code, and AWWA Standards as applicable.
2. Available to work 24-hour rotation call schedule, willingness to respond and assist when needed.
3. Ability to obtain a class IV license in Water Distribution and Water Production from LDH as required by this position and within a reasonable time period to be determined by management.
4. Ability to obtain a Supervisory Certification in Asbestos Abatement within a reasonable time period to be determined by management.
5. Highly responsive, with a positive attitude, capable of working in a diverse team environment, and handling multiple tasks with competing priorities.
6. Strong Verbal and written communication skills.
7. Suitable mechanical aptitude.
8. Physical capability to perform labor-intensive tasks.
9. Availability to work outdoors for extended periods of time.
10. Ability to record and access data using mobile devices and apps.
11. Maintain personal telephone services.
12. Valid Louisiana driver's license and good driving record.

EDUCATION/EXPERIENCE:

1. High school or equivalent diploma.
2. 10 years of experience in Civil Infrastructure Construction.
3. 5 years of experience providing inspection on water pipelines in an urban environment