



Building Inspector

(Full-Time/non-exempt)

Position Summary

Roane County is seeking qualified applicants for the position of Building Inspector. This position is part of a structured career ladder program with advancement opportunities based on certifications, experience, and performance. Inspectors perform residential and commercial inspections to ensure compliance with applicable building codes, ordinances, and regulations. Placement within the career ladder (Inspector I, II, or III) will depend on the applicant's qualifications, certifications, and experience.

Qualifications

- High school diploma or equivalent.
- Possession of a valid Tennessee Driver's License.
- Knowledge of building construction methods, materials, and inspection practices.
- Working knowledge of applicable federal, state, and local codes and regulations.
- Understanding of structural design principles, electrical systems, and construction safety standards.
- Ability to communicate effectively with contractors, staff, and the public.
- Certification
 - Minimum of three (3) years of building construction and/or inspection experience for entry level position.
 - Applicant must have at least three residential ICC certifications (Building, mechanical, plumbing) for mid-level position.
 - Applicant must have additional commercial ICC certifications (B, M, P) for top level position.
- Must obtain and maintain required International Code Council (ICC) certifications for entry level position. Residential certifications (building, plumbing, and mechanical) must be obtained within twelve (12) months of hire.
- Completion of all required residential and commercial certifications is expected with continued service and progression in the role.

Essential Functions

- Inspect residential and commercial buildings at various stages of construction and remodeling to ensure compliance with Roane County codes, ordinances, and regulations; recommend modifications as necessary and prepare timely, accurate inspection reports.
- Approve inspected areas for issuance of certificates of occupancy.
- Inspect existing structures for changes in use, occupancy, and compliance with applicable codes and ordinances.
- Inspect electrical installations, equipment, foundations, framing, and other structural and system components for residential and commercial construction.
- Confer with architects, contractors, builders, and the public to explain and interpret code requirements and restrictions.
- Respond to inquiries regarding permits, inspections, and code requirements.
- Maintain accurate files, records, and documentation of inspection activities and findings.
- Participate in pre-construction meetings to provide guidance on applicable codes and local regulations.
- Investigate complaints, determine compliance, and recommend appropriate corrective actions.
- Collaborate with other inspectors and County staff as needed.



- Perform related duties and special projects as assigned.

Physical Requirements/Work Environment

- Climbing, stooping, twisting, reaching, and kneeling
- Walking, standing, and sitting for extended periods
- Lifting to 60 lbs. occasionally
- Exposure to varying weather conditions, heights, noise, and construction-related hazards

Salary placement is dependent upon certifications, qualifications, and experience.

- Inspector I: \$43,000 annually
- Inspector II: \$55,000 annually
- Inspector III: \$65,000 annually

Application Instructions

To apply, please send your resume to jennifer.suter@roanecountytn.gov. Applications will be reviewed on an ongoing basis.

Benefits

Roane County offers a comprehensive benefits package, including:

- Health, dental, vision, and life insurance
- TCRS Pension Plan (Tennessee Consolidated Retirement System)
- 401(k) Retirement Savings Plan with employer contributions
- Generous Paid Leave – including sick leave, vacation, holidays, and bereavement leave
- Optional Supplemental Benefits available at competitive group rates

This job description is intended to describe the general nature and level of work performed and is not intended to be an exhaustive list of all duties, responsibilities, or qualifications. Management reserves the right to modify duties as operational needs change.

Roane County is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law. Roane County complies with ADA regulations as applicable.