

CITY OF BURBANK

PLAN CHECK ENGINEER

DEFINITION

Under direction, to examine and approve plans for proposed commercial, industrial, and residential structures to determine conformity with pertinent building and safety regulations; and to do related work as required.

ESSENTIAL FUNCTIONS

Checks the plans and engineering of proposed commercial, industrial, and residential buildings to ascertain their compliance with building and zoning regulations; prepares reports of a technical nature citing findings; approves or disapproves such plans; answers questions of engineers, architects, contractors, and owners regarding building requirements and structural applications of the Code; checks elementary structural calculations as to conformance and standards; explains building codes and ordinance provisions to the public; makes field inspections of buildings with special structural and fire-life safety problems; interfaces with inspectors regarding special structural and fire-life safety problems; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - pertinent regulations governing building construction and building construction practices; methods and engineering principles used in calculating structural loads, drainage, geotechnical engineering basics, stress and other design tolerances to approve plans.
- Ability to - check plans as to conformity with pertinent building and safety regulations; calculate structural loads, hydrology, hydraulics, stress and other calculations necessary to approve proposed plans; answer technical questions involving code interpretations; make field investigations and prepare technical reports; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to graduation from an accredited college with major work in engineering, architecture, civil engineering, structural engineering, architectural engineering, mechanical engineering, electrical engineering, geotechnical engineering or closely related field and one year's professional experience in design or checking building plans or certification as an Engineer-in-Training and one year of professional engineering or architectural experience. NOTE: Qualifying sub-professional engineering experience may be substituted for education on a year-for-year basis for a maximum of two years.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment; must obtain International Code Conference (ICC) certification as Plans Examiner per state requirements within one year of employment.

SUPPLEMENTAL INFORMATION

None.