



# SAN JOAQUIN COUNTY

IS RECRUITING FOR THE COMMUNITY DEVELOPMENT DEPARTMENT

## DEPUTY DIRECTOR- BUILDING INSPECTION (EXEMPT)



### THE POSITION

The Deputy Director - Building Inspection, is responsible for leading, managing, directing and administering the programs, budgets, functions and activities of the Building Inspection Division of the Community Development Department, including helping to ensure compliance with local, state and federal requirements, regulations and policies. The incumbent models a strong work ethic and leadership skills, including accountability for oneself and others. The incumbent may act in the absence of the Director of Community Development. The Deputy Director - Building Inspection is a single-position, at-will class that is exempt from the San Joaquin County Civil Service System. The incumbent serves as the chief Building Official.

### THE DEPARTMENT

The Community Development Department consists of three divisions: Planning/Development Services, Neighborhood Preservation/Fiscal, and Building Inspection.

The Planning/Development Services Division assists the Planning Commission and the Board of Supervisors in the areas of comprehensive planning and community development. This duty includes preparing, maintaining and implementing the General Plan, as mandated by Government Code 65100 et seq.

The Neighborhood Preservation/Fiscal Division administers federal block grants and ensures compliance with regulations, initiates new programs and monitors activities in six Urban County jurisdictions, manages the county's Continuum of Care process, and prepares federal and state funding applications.

The Building Inspection Division protects the public's health and safety by regulating new building construction, inspecting existing buildings, investigating fires, and by reviewing and regulating all new development projects, as provided for in local and state law.

**San Joaquin County  
Human Resources  
44 N. San Joaquin Street  
Suite 330  
Stockton, California 95202  
(209) 468-3370**

**Apply online  
[sjgov.org/hr](http://sjgov.org/hr)**

**Exempt Recruitment Announcement  
0316-EC2150-EX**

# SAN JOAQUIN COUNTY

A land of beauty, recreation and natural riches - from the waters of the Delta to the vines of the wine, San Joaquin County has it all.

San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy California beauty and nature, or music, arts and culture. San Joaquin County has what you're looking for.

## ARTS & CULTURE



Enrichment and entertainment can be found at many venues throughout the county: the Haggin Museum, San Joaquin County Historical Museum, Children's Museum of Stockton, Stockton Arena, Stockton Symphony, Stockton Civic Theater, Bob Hope Theatre, Lodi's Hutchins Street Square, Tracy's Grand Theater, Concerts in the Park, the local colleges and many galleries. Art, music, dance and theater choices abound.

Over 60 languages are spoken in one of the most ethnically diverse communities in California.

A constant celebration of cultures is found in the numerous festivals throughout the year that invite all community members to share food, music, dance, folklore, customs and traditions.

## RECREATION

San Joaquin County government operates nine community parks for boating, hiking, camping, picnicking, swimming and organized sports. The Downtown Stockton Arena and Ballpark, local college teams and sports complexes throughout the county provide both athletes and fans the chance to enjoy sporting events.

Enjoy the beauty of Lodi Lake Park and Nature Area and the Woodbridge Ecological Reserve. Mickle Grove Park offers a zoo, amusement park, the Japanese Garden and the San Joaquin County Historical Museum to delight both children and adults.

The Sacramento-San Joaquin Delta offers the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Marina to north of Sacramento and offering access to the San Francisco Bay.

## AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland is dedicated to production of this crop.

Weekly farmers markets throughout the county offer an abundance of fresh fruit and vegetables and artisanal goods. Fruit stands and pick-your-own produce farms dot the countryside. In recent years, the leading crop in the county has been wine grapes. Over 80 wineries within the Lodi Appellation offer opportunities for tasting and special events.



## EDUCATION

From preschool to higher education, the county has an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and Law School, and San Joaquin Delta Community College offer a wide variety of educational choices. The county's 14 school districts and 200 school sites provide families with a wide choice for children's educational development, including traditional schools, charter schools and alternative education, in addition to an excellent selection of private educational institutions.

## HOUSING

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas. Make San Joaquin County your new home. Housing ranges from new developments to established subdivisions to stately historic districts to peaceful country living and every type of housing in between.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

# Deputy Director - Building Inspection

## TYPICAL DUTIES

- ◆ Plans, develops, organizes and directs comprehensive programs of building inspection and enforcement, and assists in planning and supervising the work of subordinate inspectors engaged in the inspection of buildings being constructed, altered, or repaired to determine conformance with approved plans, specifications, zoning laws, ordinances, codes and state laws
- ◆ Confers with Director of Community Development, professional and technical personnel and the public regarding building inspections operations and procedures; directs the development and implementation of program policies and procedures; analyzes and interprets existing and proposed local, state and federal legislation, policies, procedures and other directives to determine impact on assigned operations
- ◆ Serves as chief Building Official, may personally review plans for conformity to specifications, zoning laws, ordinances, codes, and state laws; investigates complaints and makes reports; issues cease and desist orders
- ◆ Participates in budget preparation and administration of expenditures; evaluates short- and long-term planning for the division
- ◆ Interprets plans, specifications, zoning laws, ordinances, codes and state laws for the public and subordinates; assists, directs and converses with the public at the counter or on telephone
- ◆ Through subordinate managers and supervisors, oversees and directs the activities of departmental staff; selects staff, monitors staff work activities; evaluates performance, reviews and takes action on disciplinary matters
- ◆ Schedules and conducts staff meetings and training sessions; assists in training and orienting new personnel
- ◆ Attends meetings and provides recommendations on matters germane to areas of assignment; participates in conference and seminars as required
- ◆ Effectively utilizes technology to improve systems and processes.

## IDEAL CANDIDATE

The ideal candidate will possess:

- ◆ A bachelor's degree in business or public administration, engineering, architecture, or a construction-related field
- ◆ Five years of responsible senior-level building inspection experience in a public agency with responsibility for performing building inspection work, including two years in a supervisory capacity with responsibility for building code conformity
- ◆ An International Code Council Certification (ICC) in one or more of the following categories: Building Inspector, Electrical Inspector, Mechanical Inspector or Plumbing Inspector
- ◆ Ability to possess an ICC Certified Building Official (CBO) Uniform Codes Certificate within one year from the date of appointment
- ◆ Knowledge of the methods and techniques of regional planning; legal procedures in connection with County planning and zoning; building and zoning codes and related laws and ordinances; civil engineering, economics, sociology and architecture as they apply to regional planning; national, state, and local laws relating to planning procedures
- ◆ Knowledge of programs of governmental and private agencies affecting community planning; principles of effective supervision and personnel management; effective staff education and training techniques; project management; customer service; modern office automation technology and software relevant to assigned operations
- ◆ The ability to plan, assign, and direct the department activities in a cost-effective manner, while ensuring excellent customer service; exercise good judgment and make sound managerial decisions; provide appropriate and effective leadership and management of diverse staff teams, including subordinate managers and supervisors; work collaboratively with staff, other departments, and pertinent stakeholders to achieve successful outcomes
- ◆ The ability to negotiate effective solutions to difficult problems



# Deputy Director - Building Inspection

## COMPENSATION PACKAGE

**Annual Base Salary: \$100,066 - \$121,555**

(includes a 1% COLA effective 4/4/16)

In addition to base salary, the County offers a comprehensive compensation package that includes:

- ◆ Cafeteria Plan: **\$24,023** annual amount which may be used to purchase medical, dental, and vision coverage. Unused monies are included in salary
- ◆ A 2% employer contribution to the County's 457 Deferred Compensation Plan (valued from **\$2,000** to **\$2,431** annually)
- ◆ Vacation cash-out up to 8 days annually (valued from **\$3,077** to **\$3,740**)

### Potential Cashable Compensation

	Step 1	Step 5
Annual Salary	\$100,006	\$121,555
2% Deferred Comp	\$2,000	\$2,431
Vacation Cash Out - 8 days annually	\$3,077	\$3,740
Cafeteria	\$24,023	\$24,023
Total	\$129,106	\$151,749

- ◆ 1937 Retirement Act plan — reciprocity with CALPERS
- ◆ 125 Flex Benefits Plan
- ◆ 12 days sick leave annually with unlimited accumulation
- ◆ 15 days of vacation leave (20 days after 10 years and 23 days after 20 years)
- ◆ 14 paid holidays per year
- ◆ 10 days administrative leave per year

For more benefit information, please access the county's benefits web site at: [www.sjgov.org/hr/Programs/Benefits](http://www.sjgov.org/hr/Programs/Benefits)

### RECRUITMENT INCENTIVES\*

- ◆ Reimbursement of qualifying moving expenses up to \$2,000
- ◆ Vacation accrual rate consistent with candidate's total years of public service
- ◆ Sick leave credit up to 160 hours of unreimbursed sick leave from prior employer

\*Recruitment incentives may be available. Incentives must first be approved by the San Joaquin County Administrator's Office.

Interested candidates who have any combination of the desirable qualifications are encouraged to apply

## DESIRABLE QUALIFICATIONS

**Education:** Graduation from an accredited college or university with a bachelor's degree in business or public administration, engineering, architecture, or a construction-related field.

**Experience:** Five years of responsible senior-level building inspection experience in a public agency with responsibility for performing building inspection work, including two years in a supervisory capacity with responsibility for building code conformity.

**Certificate:** Possession of an ICC certification in one or more of the following categories: Building Inspector, Electrical Inspector, Mechanical Inspector or Plumbing Inspector.

## REQUIRED QUALIFICATIONS

**Certificate:** Incumbents are required to possess an ICC Certified Building Official (CBO) Uniform Codes certificate within one year from the date of appointment to this class.

**License:** Possession of a valid California driver's license.

## APPLICATION & SELECTION

Completed application package including supplemental questions must be submitted to the Human Resources Division by the final filing date:

**May 13, 2016**

Apply online: [www.sjgov.org/hr](http://www.sjgov.org/hr)

OR

submit your completed application package to:  
San Joaquin County Human Resources  
Attn: Evelyn Oliveira  
44 N. San Joaquin Street, Suite 330  
Stockton, CA 95202  
phone: (209) 468-8579  
e-mail: [eoliveira@sjgov.org](mailto:eoliveira@sjgov.org)

A background investigation will be required for all final candidates. Final appointment will be conditional upon passing a drug screening test and state Department of Justice Live Scan fingerprinting.

This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions are at-will and are not governed by the Civil Service Rules.

*San Joaquin County is an Equal Opportunity Employer*

# Deputy Director - Building Inspection

## SUPPLEMENTAL QUESTIONS

Submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Number your responses and address each question separately, with a limit of one page per question. Provide a ***detailed description*** of your experience including **employer name, position title and dates of employment with each answer.** These questions will be reviewed in evaluating your qualifications.

1. Provide a brief summary of your responsible senior-level building inspection experience in a public agency with responsibility for performing building inspection work.

2. Describe your supervisory experience with responsibility for building code conformity. Include the number of employees you supervised, their job titles, and the scope of your program responsibility, including a detailed description of your duties.

3. Do you possess International Code Council Certification in one or more of the following categories: Building Inspector, Electrical Inspector, Mechanical Inspector or Plumbing Inspector? If yes, indicate certification/s:

4. I read and understand that incumbents are required to possess an International Code Council Certified Building Official (CBO) Uniform Codes Certificate within one year from the date of appointment to this class.

\_\_\_\_\_ Yes

\_\_\_\_\_ No

5. Do you possess a valid California driver's license? If yes, indicate expiration date: