AUBURN
Human Resources

Facilities V, Project Inspector

Job Description

JOB INFORMATION

Job Code	NA45E
Job Description Title	Facilities V, Project Inspector
Pay Grade	FM20
Range Minimum	$90,360
33rd %	$117,470
Range Midpoint	$131,020
67th %	$144,580
Range Maximum	$171,690
Exemption Status	Exempt
Approved Date:	2/3/2026 2:14:34 PM

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Design & Construction

JOB SUMMARY

This position is responsible for performing expert inspections of construction projects, ensuring compliance with applicable codes, standards, and construction documents. This role involves coordinating with various stakeholders, monitoring construction progress, and providing support to inspection staff. This position will maintain a strong on-site presence, document inspections, and lead in developing and implementing improvements to inspection processes and standards. Additionally, this position will take on the most complex projects, provide guidance to lower-level inspectors, and lead initiatives to enhance inspection practices and standards.

RESPONSIBILITIES

- Provide strategic leadership and oversight for all construction inspection activities, ensuring the highest standards of quality and compliance.
- Establish and maintain key relationships with regulatory agencies and industry partners.
- Develop and implement organizational inspection policies and procedures.
- Provide expert consultation on complex construction disputes and litigation.
- Serve as a recognized industry expert in ADA compliance and accessibility.
- Drive continuous improvement and innovation in construction inspection practices.
- Lead the development and implementation of advanced commissioning strategies for cutting-edge building systems.
- Champion the adoption of sustainable and resilient building technologies.
- Mentor and train all levels of inspection staff.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum

requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	in construction trades, building science, project management or related field.	and	10 years of	experience involving building projects of Type I or Type II construction as a field representative in technical inspection or Quality Control of major structural an nonstructural systems and components of buildings.	Or
Associate's Degree	in construction trades, building science, project management or related field.	and	15 years of	experience involving building projects of Type I or Type II construction as a field representative in technical inspection or Quality Control of major structural an nonstructural systems and components of buildings.	Or
High School Diploma or GED		and	25 years of	experience involving building projects of Type I or Type II construction as a field representative in technical inspection or Quality Control of major structural an nonstructural systems and components of buildings.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Advanced Knowledge of Alabama Building Codes and an ability to inspect structural, architectural, mechanical, electrical, plumbing, fire and life safety and administrative code requirements.	
Advanced technical knowledge to review and interpret construction documents, schedules, sequences and practices; ability to anticipate problems of implementing construction administration, advise department leadership on project status, and recommend alternate approaches for successful completion.	
Advanced skills to use digital tools for reviewing plans and submittals, monitoring construction status, documenting field reports and inspection requests, approving pay applications, managing department internal processes, communicating with outside agencies, and other needs as required.	
Advanced level of understanding and ability to work with Authority Having Jurisdiction, University Engineer and other regulatory agencies and to coordinate the requirements of these organizations in the field; technical knowledge to interpret between the requirements of these organizations and the Code when conflicts or overlaps may exist.	
Advanced verbal and interpersonal communication skills, including the skills to work effectively with a broad range of constituents (from construction workers to the highest levels of University personnel); applicant must be able to work as a professional, respectful team player in an environment that may occasionally be under stressful circumstances and full of conflicts, budget concerns and schedule pressures.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
	All relevant ICC Commercial Certifications for building, mechanical, electrical, plumbing disciplines - M2, E2, P2, B2	Upon Hire	Required	And
	All relevant ICC Commercial Certifications for	Upon Hire	Required	And

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
	building, mechanical, electrical, plumbing disciplines - M3, E3, P3, B3			
	ICC Certified Building Official Certification - CB (CBO): MM - Management Module; LM - Legal Module; BC - Building Codes & Standard Module	within 1-1/2 Years	Required	And

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly