## PLAN CHECK ENGINEER I / II

***This recruitment is open until the position is filled or a sufficient number of applications have been reviewed to establish a qualified candidate pool.***

**Salary Range:**

Level I: $60,336 - $81,453

Level II: $65,773 - $88,297

*Starting Salary Negotiable Upon Offer*

This position is part of a flexible classification. Qualified candidates may be hired at either level based on their experience, education and training as determined by the hiring authority.

**Department / Division:**

Community Development / Building Safety Division

**Job Type**:

Full-Time Regular

**Schedule:**

Monday – Friday 7:00 a.m. – 4:00 p.m.

**Job Number:**

RC#901027

*The City of Tempe participates in the Arizona State Retirement System (*[*ASRS*](https://www.azasrs.gov/)*) Defined Benefit plan with mandatory employer and employee contributions currently at 11.80%. ASRS pension plan includes a Long-Term Disability Benefit. We also offer a comprehensive benefits package including vacation, sick leave, holiday and short-term disability. Our employees have generous insurance options for medical, dental, vision and life. For more details, visit:* <http://www.tempe.gov/city-hall/internal-services/human-resources/benefits-summary>

**DESCRIPTION**

The role of a Plan Reviewer in the City of Tempe is to provide the best plan review services possible with an emphasis on excellent customer service. This means the plan reviewer uses their exceptional code knowledge to the benefit of all customers. In this sense the plan reviewer’s customers include such people as the building owner, business owner, architect, engineer, superintendent, permit technician, inspector, tenant, resident, coworker, etc. All who have a stake in the construction process or in the use of a finished building are to be considered customers. As customers, they are always treated with respect and when problems arise the plan reviewer uses their exceptional knowledge in a problem-solving mode to the benefit of the associated customers. The goal therefore is for the plan reviewer to use their exceptional code knowledge and knowledge of the City of Tempe’s programs and processes to the benefit of all customers, ensuring the minimum code standards are incorporated in the built environment.

**MINIMUM QUALIFICATIONS**

**Education:**

***For Level I and Level II:***

Equivalent to a Bachelor's degree from an accredited college or university with major course work in civil, structural, mechanical, electrical engineering or degree related to the core functions of this position or equivalent related job experience.

*The term “equivalent” means that directly related work experience exceeding the required work experience will substitute in equal time increments for college-level education, for example: one year of additional directly related work experience will substitute for one year of college education (30 credit hours).*

**Work Experience:**

***Level I:***

Three years of responsible building construction or design experience with commercial, industrial, multi-family and residential projects, including experience in general building code review including structural components, mechanical, electrical and plumbing systems.

***Level II:***

Four years of responsible building construction or design experience with commercial, industrial, multi-family and residential projects, including experience in general building code review including structural components, mechanical, electrical and plumbing systems; including two years of experience working as a plan reviewer in a government or government contract agency, one of the two years shall be experience reviewing both residential and commercial projects and the complete building envelope scope of work.

*Years of experience are based upon a full-time work schedule (2,080 hours per year).  The sum of an applicant’s full-time and/or part-time qualifying work experience must meet or exceed the stated minimum qualification. Education will not substitute for the required work experience; however, related unpaid and/or volunteer work experience may be used as qualifying work experience.*

**Certifications, Licenses, and/or Registrations:**

Must possess and maintain a valid driver’s license.

***Level I:***

Possession of and maintains current, or required to obtain within 12 months of hire, an ICC Building Plans Examiner or equivalent certification as determined by the building official.

***Level II:***

Possession of and maintains current an ICC Building Plans Examiner and one additional commercial certification as listed below or equivalent certifications as determined by the building official:

* Electrical Plans Examiner
* Plumbing Plans Examiner
* Mechanical Plans Examiner
* Combination Plans Examiner
* Commercial Building Inspector
* Commercial Electrical Inspector
* Commercial Plumbing Inspector
* Commercial Mechanical Inspector
* Commercial Combination Inspector
* Certified Building Official
* Master Code Official,
* Reinforced Concrete Special Inspector or Structural Masonry Special Inspector.

Registration as a professional engineer (PE) or architect in the state of Arizona may substitute as an additional certification.

**ADDITIONAL REQUIREMENTS**

Successful completion of initial probationary period is contingent upon passing an FBI background investigation. Based on position, referred applicants may be subject to additional testing which may include pre-employment polygraph, physical and drug screening.

**ESSENTIAL FUNCTIONS**

For the complete job description go to:

***Level I:*** [***https://www.tempe.gov/home/showdocument?id=4699***](https://www.tempe.gov/home/showdocument?id=4699)

***Level II:*** [***https://www.tempe.gov/home/showdocument?id=71660***](https://www.tempe.gov/home/showdocument?id=71660)

This position is FLSA Exempt – not eligible for overtime compensation and/or compensatory time.

Employees in this position are represented by the United Arizona Employees Association (UAEA).

**EQUAL EMPLOYMENT OPPORTUNITY*:*** *The City of Tempe is an Equal Opportunity / Reasonable Accommodation employer. The City does not discriminate on the basis of race, color, gender identity, sexual orientation, religion, national origin, familial status, age, disability, and United States military veteran status. Pursuant to the Americans with Disabilities Act, the City will make a reasonable accommodation(s) during the recruitment & selection process. Persons with a disability may request a reasonable accommodation by contacting Human Resources at 480-350-8276. Requests should be made as early as possible to allow time to arrange the accommodation.*