CITY OF FOLSOM

PLAN CHECK ENGINEER

DEFINITION

Under direction, performs independent structural and non-structural building plan examinations relative to the construction or alteration of industrial, commercial, and residential structures; determine compliance with applicable codes, laws and regulations; and perform other related work as required. Incumbents may oversee, monitor, and/or direct the work of lower level personnel.

DISTINGUISHING CHARATERISTICS

The Plan Check Engineer is distinguished from the Associate Civil Engineer in that the latter serves as the journey level in the Civil Engineer series and possesses a valid Certificate of Registration as a Civil Engineer in the State of California.

EXAMPLES OF ESSENTIAL DUTIES

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Checks plans, specifications, and calculations on building plans submitted by architects, engineers, contractors, and owners for compliance with structural design, fire prevention requirements, zoning, grading, soil reports, energy and handicapped access and general conformity to applicable ordinances, laws, and state building codes.
- Checks plans to determine loading of roofs, walls and floors, size and spacing of beams, rafters and joists, amount and size of reinforcing in concrete members, type of structural connections, and adequacy and safety of design to meet earthquake, wind, material stress, and Title 24 requirements.
- Makes independent analysis when necessary to justify the adequacy and safety of questionable designs.
- Answers questions and gives instructions to architects, engineers, contractors, and owners regarding building requirements, application of various codes and requirements to achieve compliance building standards
- Issues permits after plan review approval.
- Makes field inspections as required or assigned.
- Assists Building Inspectors in the field where engineering problems are encountered and advises on engineering matters.
- Makes special studies and prepares reports.
- May assist with the training and supervision of office personnel and plan checking activities.
- Prepares reports and correspondence pertaining to structural engineering problems and building code enforcement.
- Keeps informed of new building construction methods, materials and

requirements.

EMPLOYMENT STANDARDS

NOTE: The level and scope of the following knowledge and abilities are related to duties listed under the "Examples of Essential Duties" section of this specification.

Knowledge of:

- Principles and practices of structural engineering including the strength, properties and uses of materials in building construction.
- Criteria relative to soils, pertinent codes, laws and regulations governing building construction.
- Building construction practices and procedures.

Ability to:

Read and interpret building plans, specifications and codes
Examine and correct building plans, calculations and specifications in a rapid, uniform and accurate manner.
Make structural calculations necessary to determine the adherence of structural plans to code requirements.
Coordinate the flow of assigned work and follow through in a timely manner.
Express ideas clearly and concisely both orally and in writing.
Maintain records and prepare reports; review the work of plan checkers, building inspectors or other professionals.
Deal tactfully and effectively with those encountered in the course of work.

Minimum Qualifications:

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Education:

A bachelor's degree in civil engineering from an accredited college or university.

License, Certificate, Registration Requirements:

Possession of, or the ability to obtain and retain a California Class C driver license by the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
Certificate of registration as a Professional Engineer or Licensed Architect in the State of California.. Registration as a Structural Engineer preferred.

ICBO Plans Examiner Certification is required or will be obtained within 1 year of employment.

Physical Requirements:

Work is performed in a typical office/field environment. (1) Mobility: frequent use of a keyboard; frequent sitting, standing, and walking; occasional bending or squatting. (2)

Lifting: frequently up to 10 pounds; occasionally up to 25 pounds. (3) Vision: constant use of overall vision; frequent reading and close-up work; occasional color and depth vision. (4) Dexterity: frequent repetitive motions; frequent writing; frequent grasping, holding, and reaching. (5) Hearing/Talking: frequent hearing and talking in person and on the phone. (6) Emotional/Psychological: frequent decision-making and concentration; frequent public and co-worker contact; occasional working alone. (7) Environmental: frequent exposure to noise; occasionally workings outside in the summer and winter; work occasionally on rough, uneven, and slippery surfaces; occasionally work around machinery with moving parts or stationery equipment; occasionally work below ground and in confined spaces.

Information Block

Class Code:
FLSA Status:
Established:
Revised:
Retitled:
Workers Compensation Code
Bargaining Unit: