



**CITY OF HUNTINGTON BEACH  
INTER-DEPARTMENTAL COMMUNICATION  
HUMAN RESOURCES**

**TO:** PERSONNEL COMMISSION  
**FROM:** MICHELE WARREN, DIRECTOR OF HUMAN RESOURCES [MW](#)  
**SUBJECT:** REVISIONS TO CONSTRUCTION INSPECTOR I JOB CLASS SPECIFICATION  
**DATE:** AUGUST 21, 2019

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The Public Works Department is seeking to update the job class specification of **Construction Inspector I**.

Modifications to the **Construction Inspector I** job specification are recommended to: 1) update the job duties 2) provide clarification on flexible staffing requirements 3) incorporate language regarding participation in the DMV Employer Pull Notice program and 4) include language stating the obligation to work as a Disaster Service Worker when necessary. The requested modifications are intended to update the classification to reflect the present hiring standards. The current pay grade remains the same.

The recommendation presented is based upon the Public Works Department's input. The City has discussed the recommended changes with the MEA.

At this time, staff requests the Personnel Commission approve the recommendation in accordance with Personnel Rule 12 regarding amendments to the City's Classification Plan.

**STAFF RECOMMENDATION**

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<b>Job Class Title:</b>	<b>Construction Inspector I</b>
<b>Pay Grade:</b>	<b>MEA172</b>
<b>Affected Employees:</b>	<b>None</b>
<b>Recommendation:</b>	<b>Approve the updated job class specification</b>

Attachment: Construction Inspector I Job Class Specification

Cc: Tom Herbel, Acting Public Works Director  
Joe Dale, Construction Manager  
Terry Tintle, Chief Steward, Teamsters