

## **ASSISTANT PLAN EXAMINER (BUILDINGS)**

### **General Statement of Duties and Responsibilities**

Under supervision, performs work of moderate difficulty and responsibility in the engineering or architectural analysis of structures and building equipment systems, and the examination of plans for the construction, alteration or repairs of buildings and equipment systems under the jurisdiction of the Department of Buildings. All Assistant Plan Examiners (Buildings) perform related work.

### **Examples of Typical Tasks**

Under supervision examines and reviews design and/or equipment plans and specifications for the construction, alteration or repair of buildings under the jurisdiction of the Department of Buildings to note compliance with and violation of Building Code provisions and other pertinent codes and regulations regarding structures, materials, applications, and methods of construction, etc.

Prepares reports and recommendations on the approval of applications and the issuance of permits for building construction. Engages in research, investigations, studies and examinations related to the construction or demolition of structures subject to the provisions of the Building Code.

### **Qualification Requirements**

1. A baccalaureate degree in civil engineering from an accredited college or university and either (a) one year of full-time satisfactory experience in civil engineering work in building design or building construction or (b) a master's degree in civil engineering from an accredited college or university; or

ASSISTANT PLAN EXAMINER (BUILDINGS) (continued)

Qualification Requirements (continued)

2. A combination of a baccalaureate degree in civil engineering technology from an accredited college or university and either (a) two years of full-time engineering work in building design or building construction or (b) a master's degree in civil engineering from an accredited college or university, plus one year of full-time satisfactory experience in civil engineering work in building design or building construction; or
3. A Bachelor of Architecture or a Master of Architecture from an accredited college or university, both of which are first professional degrees in architecture (please note that a baccalaureate degree in architecture awarded after a four year program does **not** qualify); or
4. A Bachelor of Science degree in architecture that is the first four years of a five year first professional degree program in architecture, **or** a Bachelor of Science degree in architectural technology from an accredited college or university and one year of full-time satisfactory experience in architectural work in building design or building construction.

Direct Lines of Promotion

**From:** None

**To:** Plan Examiner (Buildings) (22410)