



Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920

908-766-2510 • www.bernards.org

JOB POSTING

POSTING DATE: May 7, 2024

APPLICATION DEADLINE: Until position is filled

POSITION: Electrical Sub Code Official/Inspector	DATE POSITION WILL BE AVAILABLE: Immediately	
POSITION REPORTS TO: Construction Official	DEPARTMENT: Construction	
POSITION TYPE: Full-Time / Monday-Friday	HOURS/WEEK: 40	SALARY: DOQ

PRINCIPAL DUTIES:

Under direction of the Construction Official, has the subordinate administrative responsibility for administering the Electrical Sub Code of the State Uniform Construction Code. Reviews applications and plans for and inspects electrical work for construction projects to ensure that compliance with plans and specifications approved are complied with. Performs related tasks as required.

REQUIREMENTS:

- Ability to review and approve applications and plans of proposed structures as provided in State Uniform Construction Code regulations for conformity with electrical and energy sub codes.
- Ability to inspect and evaluate electrical work in construction projects underway to ensure that all work installed conforms to the requirements of the approved plans and the electrical and energy sub codes, and the regulations of the State Uniform Construction Code.
- Ability to inspect electrical installations in existing buildings undergoing work to ensure that installations meet the minimum health and safety standards incorporated in the regulations for the State Uniform Construction Code.
- Able to take the initiative in halting construction work by contractors when and if reasonable standards of workmanship, safety and plans, specifications and/or legal requirements are not being observed. Issues onsite warnings, citations, and stop work orders as necessary.
- Testify in court and in administrative hearings.
- Receive and act on complaints in regard to defective workmanship.
- Maintain and prepare documentation required to show the details of each project inspected.
- Must have thorough knowledge of the State Uniform Construction Code.
- Must possess thorough knowledge of procedures used in inspecting electrical installations and appliances and of checking electrical plans.
- Ability to read and interpret plans, specifications and blueprints of ordinary complexity quickly and accurately and to compare them with construction in process.
- Thorough knowledge of possible defects and faults in electrical wiring and appliances and of standard testing devices and effective corrective measures.
- Ability to detect and locate defective electrical wiring and construction or installation.
- Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position.
- Performs related tasks as required.

EDUCATION & EXPERIENCE:

Education: Any combination of education and experience equivalent to graduation from high school and extensive experience in the installation, repair, maintenance and inspection of electrical systems.

Licensing &/or Certifications: Possession of a valid appropriate Electrical Sub Code Official and Inspector license issued by the State of NJ. Must hold HHS level license or obtain HHS level license within 12 months of appointment.

Special Requirements: Possession of a valid appropriate state driver's license.

CONTACT: Send **resume, cover letter and salary requirements** to employment@bernards.org. All resumes will be reviewed and only those applicants chosen to move forward in the hiring process will be contacted.

BERNARDS TOWNSHIP IS AN EQUAL OPPORTUNITY EMPLOYER

Effective 9/1/11, all employees of State and local government must reside in the State of NJ, unless exempted under law. If you already work for State or local government as of 9/1/11, and you do not live in NJ, you are not required to move to NJ if there is no more than a seven-day break in employment. However, if you begin your office, position or employment on 9/1/11 or later, you must reside in NJ. If you do not reside in NJ, you have one year after the date you take your office, position or employment to relocate your residence to NJ. If you do not do so, you are subject to removal from your office, position or employment.