

## Electrical Inspector



**Location:** City of Ithaca, NY  
**Department:** Planning, Building, and Economic Development  
**Classification:** Competitive  
**FLSA Status:** Non-Exempt  
**Bargaining Unit:** C.S.E.A Administrative Unit  
**Salary:** \$63,272, with subsequent increase to \$79,089

The City of Ithaca, a top Finger Lakes Area employer, is seeking qualified applicants for the position of Electrical Inspector. This position reports directly to the Director of Code Enforcement.

**Position Description:** The work involves responsibility for inspecting electrical installations and repairs in buildings to ensure compliance with the New York State Uniform Fire Prevention and Building Code, the National Electric Code, the New York State Multiple Residence Law, the New York State Building Construction Code along with relevant municipal codes and regulations. Duties include reviewing applications for repair, alteration or addition to existing electrical systems; inspecting all wiring installations for compliance with code; conducting electrical surveys; administering exams on behalf of the Examining Board of Electricians; and overseeing the licensing program for City of Ithaca Electrician licenses. The work is performed under the general supervision of the Director of Code Enforcement with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Does related work as required.

To view the complete job description, visit: [Electrical Inspector \(PDF\)](#).

### **Minimum Qualifications:**

- A. Possession of an Associate's degree in electrical construction, electrical technology or closely related field AND five (5) years of full-time paid experience, or its part-time paid equivalent, as an electrician; or
- B. Graduation from high school or possession of a high school equivalency diploma AND possession of certifications from the International Association of Electrical Inspectors as an Electrical Inspector for one and two family dwellings and as an Electrical Inspector for general construction AND five (5) years of full-time paid experience, or its part-time paid equivalent, as an electrician; or
- C. Graduation from high school or possession of a high school equivalency diploma AND six (6) years of full-time paid experience, or its part-time paid equivalent, as an electrician, at least one (1) year of which must have included inspecting or supervising residential and commercial electrical work; or
- D. An equivalent combination of training and experience as defined by the limits of (A), (B) and (C).

**Note:** College degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

### **SPECIAL REQUIREMENT:**

- A. Candidates must obtain certification from the City of Ithaca as a Licensed Electrician within two years of the date of appointment and must maintain said certification for the duration of employment.
- B. Candidates must obtain certification as a Code Enforcement Official from the New York State Department of State, as required by Title 19, Part 1208 of the Official Compilation of Codes, Rules and Regulations

of the State of New York (NYCRR), within twelve months of permanent appointment, and must maintain said certification for the duration of employment.

- C. Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment.

**Appointment Status and Exam Requirement:** This will be a provisional appointment pending the results of a civil service examination to be scheduled at a later date. Permanent appointment will be dependent upon the candidate's exam score.

**Residency Requirements:** There are no residency requirements for this position.

**Benefits:** Refer to the [[Benefits/Labor Contracts](#)] webpage and [[CSEA Administrative Unit 2020-2024](#)] collective bargaining agreement.

**Supplemental Information:**

- Computers are available for use by appointment. To schedule an appointment, contact the Department of Human Resources/Civil Service at (607) 274-6539 or by email to [hr@cityofithaca.org](mailto:hr@cityofithaca.org).
- The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.
- The City of Ithaca is committed to the full inclusion of all qualified individuals. Consistent with the Americans with Disabilities Act (ADA) and the NYS Division of Human Rights (NYS DHR) it is the policy of the City to provide reasonable accommodation when requested without causing an undue hardship. If accommodation is needed, please call (607) 274 6539 or by email to [hr@cityofithaca.org](mailto:hr@cityofithaca.org).

**Application Materials Required:**

- City of Ithaca application
- Copy of high school transcript and college transcripts
- Copy of driver license

Submit required application materials by September 11, 2024, to:

**Web site:** [<https://ithaca-portal.mycivilservice.com>]

**Attn: City of Ithaca**

**Human Resources Department**

Applications must be received by the City of Ithaca Human Resources Department **no later than 4:30 PM EST** on the last filing date indicated below. All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

**Ithaca is Gorges! We would love to have you on our team!**

