

Class Concept

This is supervisory and administrative work in implementing the safety codes governing elevators, aerial passenger tramways, and amusement devices. Position trains, supervises, and reviews the work of the field supervisor's staff. Position participates in the development of recommendations for additions or revisions of the safety codes and their interpretation. Work is performed under the general supervision of the Director and reviewed through conferences and reports of field activities.

Elevator Inspection Assistant Director trains and supervises the field supervisors and evaluates their work performance. Assistant Director recommends and implements inspection standards for uniformity in the interpretation and application of the safety codes and regulations. Position consults with manufacturers, architects, contractors, and owners on code interpretations and design or installation problems.

Recruitment Standards

Knowledge, Skills, and Abilities

- Considerable knowledge of the State and national safety codes governing the design, construction, and operation of elevators, aerial passenger tramways and amusement devices.
- Considerable knowledge of the construction and operation of elevators and related equipment.
- Considerable knowledge of electrical wiring, electric motors, and hydraulic systems.
- Working knowledge of algebra and geometry.
- Ability to interpret and understand applicable safety codes and regulations and apply these in approval or disapproval of designs for new or modified installations.
- Ability to establish and maintain effective working relationships with owners, company representatives, other State and national officials and the public.
- Ability to communicate effectively in written and oral form.

Minimum Education and Experience

High school or General Educational Development (GED) diploma and seven years of experience in the construction and servicing of elevators and related equipment including two years of elevator inspection work; or an equivalent combination of education and experience.

Necessary Special Qualifications

At the time of hire, employees in this class must possess the Quality Elevator Inspector Certification. The certification requires employees to pass a comprehensive exam.