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| Job Title: | **Electrical & Mechanical Construction Inspector** | | |
| Department/Group: | Engineering | Job Category: | Engineering |
| Duty Locations: | DC, MD & VA | Travel Required: | Metro Washington, DC area |
| Level/Salary Range: | Commensurate with experience. | Position Type: | Technical |
| Date Posted: | 5/14/18 | Posting Expires: | Open Until Filled |
| URL: | <http://www.peercpc.com/careers> | | |
| Applications Accepted By: | | | |
| Fax or E-mail:    F: 202.478.2050  E: [jobs@peercpc.com](mailto:jobs@peercpc.com)  **Subject Line**: Construction Inspector (E & M) | | Mail:  PEER Consultants, P.C.  Attn: Human Resources Director  409 12th Street SW, Suite 603  Washington, DC 20024 | |
| Job Description: | | | |

Position Summary:

Electrical and mechanical inspector responsible for providing full-time inspections associated with the construction upgrades at a wastewater treatment plant in Baltimore, MD.

• For on-site equipment installations, inspector will witness the installation and testing of all equipment provided by the construction contractor. The inspector must be present when the equipment manufacturer representatives are on site for certification of their equipment.

* As the project nears the finishing stages, the inspector will prepare a pre-final inspection report. After pre-final inspection is complete and the construction contractor notifies the inspector that they are ready for final inspection, the inspector will develop a punch list, in CM14, of all outstanding items and transmit this to the construction contractor with a copy to Project Manager.

Principal Duties & Responsibilities:

• Perform daily inspections of each construction activity to assure that the construction contractor’s workmanship meets industry standards, all applicable codes and contract requirements.

• Responsible for entering the Daily Report into CM14. The report is to be entered no later than the beginning of business the following day. The Resident Inspector will review the daily reports, discuss conditions and activities with the field Inspectors. In addition to identifying the levels of the Construction contractor’s workforce and all construction activities, the daily report shall identify the activities of the consultant’s on-site staff. Daily Reports will reference the CPM schedule activity numbers for all work in progress, as applicable.

• Inspect the materials and equipment being installed to ensure they meet or exceed the requirements of the contract documents. The inspector shall compare materials and equipment installed with approved submittals, Shop Drawings, RFIs, and contract changes and initiate a Special Inspection Report if unapproved materials or equipment are used.

• Take photos of daily construction activities and potential problem areas to document conditions.

• Monitor the construction progress against the current approved construction schedule and update the Bill-of-Quantity (BOQ) in CM14. If there are any potential problems, the inspector is to notify the Resident Inspector.

• Ensure that the Construction Contractor follows the appropriate Lock Out/Tag Out rules for all equipment outages.

• Coordinate material testing quality assurance such as; concrete, aggregates, soil, bituminous paving and other specified materials and equipment tests.

• Ensure that the Construction Contractor performs all required Quality Control tests and records test results, in accordance with the Contract Documents.

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• Monitor the Construction Contractor’s adherence to their Safety and Health Plan. They are to inform the Resident Inspector and the Construction Contractor if there are deficiencies. They are to monitor the housekeeping efforts of the Construction Contractor and inform the Construction Contractor when clean up action is required. The inspector can “stop work” if there is imminent danger (life threatening) and then notify the Resident Inspector of the situation.

• Monitor and document all labor hours, equipment hours and materials used when work is to be performed on a time and material basis. The inspector is required to sign and date the Construction Contractor ‘s time and material tickets, attesting to its accuracy.

• Evaluating the Monthly Payment Requisition submitted by the Construction Contractor.

• Prepare and document Construction Contractor progress against Incomplete Work.

**Education, Experience and Knowledge:** *(Minimum education, experience, technical and communication skill levels and licenses/certificates normally required to perform the duties of this position)*

* Knowledgeable of Construction Contractor Lock Out/Tag Out rules
* 5 years’ experience performing electrical and mechanical inspections on construction projects
* Experience with Microsoft Office products, including Word, Excel and Outlook

**Specialized Skills**

• All the minimum qualifications listed above

Working Conditions: *(Typical working conditions associated with this type of work and environmental hazards, if any, that may be encountered in performing the duties of this position.)*

Primary duties are performed indoors but may be required to conduct field visits. Conditions could include exposure to extreme cold and/or hot temperatures; also, subject to noise and hazards from a variety of physical conditions.

Physical Demands: *(The physical effort generally associated with this position.)*

Requires the ability to work outdoors for long periods of time, to tolerate various weather conditions, and to walk or stand for long periods of time.

**Benefits:** We offer competitive salaries and an excellent employee benefits package, including comprehensive health benefits, insurance, and participation in a 401(k) retirement plan.

***PEER Consultants, P.C. is an equal opportunity employer, committed to diversity in the workforce. We encourage all qualified applicants to apply.***