

**GENERAL DESCRIPTION OF CLASS**

The PLANS EXAMINER 2 applies state-of-the-art engineering principles, methods, and theories, and difficult engineering computations to examine construction plans, blue prints, architectural drawings, designs, and other documents for compliance with complex building, mechanical, plumbing, and fire protection codes. The PLANS EXAMINER 2 also provides code interpretation, guidance and counsel on highly technical engineering issues, technology, and concepts to agency staff and inspectors, building departments, fire department, architects, and engineers and public throughout the State.

**DISTINGUISHING FEATURES**

This is the second level of a two-level series. Responsibility to evaluate plans for highly complex structures, performing seismic and lateral analysis, and the technical ability and authority to challenge engineering designs distinguishes this class from the lower level.

**DUTIES AND RESPONSIBILITIES**

The duties listed below are not inclusive but characteristic of the type and level of work associated with this class. Individual positions may perform all or some combination of the duties listed below as well as other related duties.

**1. Plan Review**

Read and study construction plans, blue prints, architectural drawings, and specifications for all types of structures. Compare plans with codes, laws, rules and regulations to verifying appropriate structural design, use, construction type, exiting, fire protection, light, ventilation and sanitation, energy conservation, disabled access, mechanical equipment, and appropriate use of all types of construction materials.

Analyze construction plans for highly complex structural designs and calculations for large commercial/industrial structures and installations. Reviews geotechnical reports, seismic and lateral analysis.

Research statutes, rules, codes, interpretations, standards, manufacturers' literature, testing agency reports, and other documentation ensuring accurate code application.

**2. Education and Information**

Discuss plan designs with architects and engineers involved in developing structures using a variety of analysis methods. Review "alternative" construction method requests. Provide interpretation, advice, and technical assistance to city/county officials, agency staff, and the public. Develop agency interpretations of Oregon Structural Guide applications for problems identified by the industry.

**3. Enforcement**

Analyze information from the plans review process and compare with applicable codes, laws, rules, and regulations to determine if safety and code requirements have been met.

Approve plans as submitted, or reject plans based on errors in structural design. Identify violations and write reports describing areas of noncompliance. The Plans Examiner 2 will challenge engineering designs which fail to meet code.

#### **4. Investigations**

Investigate potential violations of structural designs reported by the industry or public to determine whether regulations and statutes have been violated. Accumulate evidence pertaining to investigations and appear as court witness when necessary.

#### **5. Inspection**

Perform occasional on-site, in-plant, or other inspections determining code compliance and ensuring that structures and installations meet engineering, architectural, and mechanical standards for public health and safety.

### **RELATIONSHIPS WITH OTHERS**

Employees in this class frequently meet or talk with engineers, architects, business managers and owners, homeowners, and the general public in person, by telephone, and through written correspondence discussing technical engineering concepts and providing code and regulation interpretation, receiving and resolving complaints, and making recommendations.

### **SUPERVISION RECEIVED**

Employees in the class receive work assignments and general direction through periodic contact by telephone and in person with a supervisor. Work is reviewed by the supervisor by reading daily reports, compliance reports, reviewing permit and license, occasional communication with the industry being served, and by spot-checking inspections for accuracy. The supervisor conducts a formal evaluation of the work at least annually through the performance appraisal process.

Plans reviewed by employees in this class are governed by State and Federal laws, rules, regulations, and codes governing structural, mechanical, and plans review.

### **GENERAL INFORMATION**

Employees in this class work primarily in an office environment at a drafting table. Occasional inspections require the Plans Examiner to walk through, climb over, and crawl under structures, and travel within assigned geographic areas.

**KNOWLEDGE AND SKILLS (KS)**

- Extensive knowledge of engineering theory, principles, and practices to examine construction plans.
- Extensive knowledge of engineering computations to examine complex plans.
- General knowledge of the laws, codes, regulations, and procedures governing the building construction industry.
- General knowledge of codes regarding disabled accesses.
- General knowledge of theory, principles, practices, and technology of the related disciplines of the building construction industry, i.e., architecture, physics.
  
- Skill in applying knowledge of the codes, regulations, principles, and practices of the building construction industry to on-site application.
- Skill in recognizing noncompliance, functional, and procedural irregularities in design and in application.
  - Skill in problem solving and making independent decisions.
  - Skill in organizing and prioritizing workload.
  - Skill in reading and interpreting plans, diagrams, and specifications relating to construction disciplines.
- Skill in communicating orally and in writing with a variety of people answering questions, interpreting codes and regulations, and explaining decisions.
  - Skill in public speaking, making presentations to a variety of audiences.
  - Skill in conflict resolution, negotiating agreements, and problem resolution.
  - Skill in gathering, analyzing, and evaluating facts and determining appropriate action.
  - Skill in testifying as an expert witness in administrative hearings or court proceedings.
  - Skill in writing technical narrative reports.
- Skill in maintaining records, compiling data, and consolidating notes and observations into a final report.
  - Skill in using tact and diplomacy with others to achieve cooperation.
  - Skill in maintaining professional demeanor when confronted with hostile or verbally abusive clientele.

**NOTE:** The KNOWLEDGE and SKILLS are required for initial consideration. Some duties performed by positions in this class may require different KS's. No attempt is made to describe every KS required for **all** positions in this class. Additional KS requirements will be explained on the recruiting announcement.

Adopted 11/92

Revised