

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Elevator/Amusement Inspector 6		Class Code: 001GF6
	FLSA Status: Non-exempt	Salary Schedule: RDS	Effective Date:
	Summary: Incumbent serves as a division field representative for the Indiana Department of Homeland Security (IDHS) making acceptance and annual inspections/tests to determine whether systems and components adhere to the requirements of applicable elevator and amusement device codes/ski lift regulations.		

Duties:

- Applies elevator, escalator and amusement device codes to the various units installed or operating in the field;
- Inspects new installations for compliance with applicable rules and regulations;
- Advises local elevator manufacturers, amusement device owners/operators, building and fire authorities, architects and engineers regarding the application of promulgated codes;
- Causes cessation of operation of units for non-compliance with codes, laws, rules and regulations and insures the proper filing of plans and specifications for alterations and repairs before releasing elevator/rides for normal use;
- Investigates and attempts to resolve field complaints;
- Serves as a witness in court on elevator and amusement device code violations when litigation becomes necessary;
- Prepares and submits weekly reports to the applicable field supervisor;
- Recommends elevator code revisions based on field experience;
- Performs related duties as required.

Job Requirements:

- Ability to secure National Certification for an Elevator Inspector;
- Working knowledge of state codes, administrative rules and regulations governing elevator, escalator and amusement devices installations and maintenance;
- Specialized knowledge of standard practices, principles, processes, tools, equipment and materials used in the construction, installation, maintenance and repair of elevators, escalators and amusement devices;
- Working knowledge of the occupational hazards and safety precautions applicable to the work;
- Ability to interpret elevator, escalator and amusement device codes;
- Ability to read construction plans, specifications and shop drawings;
- Ability to use various measuring instruments as related to elevator and amusement device equipment;
- Ability to technically and effectively explain codes to manufacturers, architects, engineers, building contractors, building owners and amusement device owners/operators;
- Ability to resolve problems concerning non-compliance with codes;
- Ability to gain access to elevator car tops and climb in potentially hazardous equipment;

Difficulty of Work:

Incumbent follows standard inspection techniques and practices for the enforcement of elevator, escalator and amusement device codes/rules. The nature of the work is technically and physically challenging. During inspections, judgment is needed for site-specific interpretations of codes and in the determination of actions to be taken for correction or resolution of noted violations. Incumbent must use initiative and judgment with public counter-parts to achieve harmonious and cooperative work relationships. The most serious impact of an error is injury to him or her self or the public.

Responsibility:

Incumbent works independently with minimal supervision in conducting scheduled inspections and is responsible for enforcement of the state elevator and amusement device codes/rules. Completed work is occasionally reviewed on a spot-check basis for technical accuracy and compliance with laws/rules. Non-routine situations requiring departure from established guidelines are discussed with supervisory staff prior to taking action. Performs other tasks deemed necessary by supervisor. Provides assistance for emergency response situations either through damage assessments or in the Emergency Operations Center.

Personal Work Relationships:

Incumbent works with federal, state and local building officials, building owners, architects, engineers, elevator and escalator manufacturers, amusement device owners/operators, staff and other professionals for the purpose of gaining compliance with state elevator, escalator and amusement device laws/codes/rules. Incumbent must work cooperatively with field staff from the Division of Boiler and Pressure Vessel Safety, the Division of Code Enforcement and the Division of Fire Inspections.

Physical Effort:

Position requires physical ability to gain access to elevator car tops and climb in potentially hazardous equipment. A significant amount of climbing, crawling, stooping, lifting and driving is required to perform duties.

Working Conditions

Incumbent is exposed to working conditions that present such hazards as extreme weather conditions, prolonged exposure to loud noise as well as exposure to potentially hazardous equipment. Primary work is conducted at construction sites, a variety of elevator shafts/machine rooms, fixed based amusement parks and mobile unit midway. Working conditions vary depending upon the State's emergency/disaster status. Agency requirements can include working in emergency/disaster field conditions, as well as field office locations throughout the state and around the nation for extended periods of time. The incumbent is considered to be an individual who requires a vehicle as an integral part of the individual's job. This may include a requirement to depart upon short notice from home to the site of an incident or disaster both within and outside the state's borders. The responsibilities may include first-hand assessments of disaster areas and possible terrorist scenes, command and control of state-wide response and recovers assets. The rapid deployment of IDHS field staff will be critical in order to properly command and control a state-wide response.