



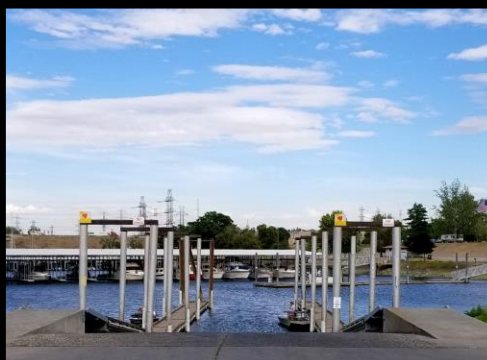
# ELECTRICAL INSPECTOR

**\$85,127 - \$100,060**

*Plus Excellent Benefits*

Apply by  
**October 26, 2020**  
*(open until filled)*

**PROTHMAN**



## WHY APPLY?



Located in the Columbia River Basin along the border of Oregon and Washington, energetic and inviting Umatilla enjoys a small-town atmosphere amidst the natural beauty from the Columbia River, Umatilla River, surrounding farmland, forests and mountains. Large urban cities are just a few hours away, with Portland to the west and Spokane to the north.

Umatilla is a progressive, vibrant town that has enjoyed and welcomed growth over the last few years making it a desirable place for families and businesses to call home. If you are interested in working for a growing community with a highly motivated and professional staff, this is the right position for you!



## THE COMMUNITY

Established in 1862, Umatilla is the third largest city in Umatilla County and Northeastern Oregon and is home to 7,470 residents. In 1968, the City of Umatilla was moved to higher ground due to the expected flooding of the townsite due to the building of the John Day Lock and Dam. This area is referred to as "Old Town" and has been named to the National Register of Historic Places.

The city is on the hub of interstate 84, interstate 82, and highway 730, as well as the Columbia and Umatilla River. While the city's economic base has primarily been based around agricultural due to the area's warm days and cool evenings, the economy has recently become more diverse due to the city's proximity to multiple transportation options and development of data centers.



While Umatilla has seen a lot of growth in both residents and businesses in recent years, the city is proud to maintain its family friendly atmosphere that is very appealing to residents and visitors alike, offering a safe, comfortable and inviting gathering place with shopping, restaurants, galleries and beautiful landscapes.

With over 300 days of sunshine per year, the area offers many amenities. The Columbia River, McNary Dam and Interpretive Center, and McNary Wildlife Nature Area combined allow for year-round outdoor recreation including biking, hiking, boating, horseback riding, water sports, field sports, golf, hunting, fishing, birding, and much more.

The local Umatilla Marina and RV Park gives residents and visitors a great place to stay the night, hold a picnic or moor a boat. The Umatilla Marina currently offers berthing for up to 97 boats ranging in length from 24 to 60 feet and has fifty dry storage spots available for boat trailers, motorhomes, and fifth-wheel parking.

Umatilla is also just a few minutes away from some of the best wineries in the country with hundreds of vineyards and tasting rooms nestled in the small towns along the Columbia Basin.

The award-winning Umatilla School District has an elementary school, a middle school, and a high school consisting of 1,360 students and 73 teachers. In 2018, the Oregon Department of Education awarded the Umatilla School District a substantial five-year grant which will support science, technology, engineering, art, and math classes.





## THE CITY

The City of Umatilla operates under the Council/Manager form of government with a six-member council elected at large to staggered four-year terms. The Mayor is elected separately to a four-year term and only votes in the event of a tie.

The city has an annual operating budget of approximately \$39 million and employs roughly 45 FTEs. City departments include administration, community development, building, finance, human resources, city recorder, municipal court, marina & RV park, parks & recreation, planning, police, public works, utilities, and library. The city also provides water, sewer, garbage, fingerprinting, and notary services. The Umatilla Police Department is one of two agencies in eastern Oregon that has received accreditation through the Oregon Accreditation Alliance.

## THE DEPARTMENT & POSITION

The Electrical Inspectors works within the city's Community Development Department. The Department includes Economic Development, Planning and Mapping (including Geographic Information Systems), Building, and Parks & Recreation. Code Enforcement is housed within the Police Department although staff coordinates on land use, solid waste, and nuisance compliance.

Staff is responsible for formulating policy on development, growth, land use, transportation, environmental compliance, housing, and downtown revitalization. A key component of the department is to enhance public awareness and involvement in development.

Under the general supervision of the Community Development Director, the Electrical Inspector performs and administers plan reviews and inspections of commercial, residential, and public buildings to ensure compliance with adopted local municipal building codes and ensures or enforces compliance with city code requirements and State adopted building codes. The Electrical Inspector is also responsible for inspecting and installation of electrical systems, plan review, issuing permits, building inspection, code enforcement, and coordinating activities and servicing as the technical expert with other City staff, builders, architects, engineers, contractors, homeowners, outside agencies or other as necessary.

For a full job description, please view the attachment found [here](#).

## CHALLENGES & OPPORTUNITIES

1. The City has historically contracted commercial and industrial plan review and inspections services to larger jurisdictions in the area. The Electrical Inspector will be the first full time inspector position at the City and will have the opportunity to establish policy and procedures and guide the growth of the Building Department.
2. As a smaller jurisdiction, inspectors will need to possess or have the ability to obtain certifications across multiple specialty codes. The City emphasizes and budgets for training and professional development for staff, providing an opportunity to obtain new certifications and skill sets for professional growth.
3. The City continues to see rapid industrial, commercial, and residential growth. The City is in the process of transitioning to providing all building services in-house, providing internal career growth and advancement opportunities.



**IDEAL CANDIDATE****Education and Experience:**

This position requires two years post-secondary college in pre-engineering, construction technology, or a related field OR two years of lead or supervisory experience in building and related inspections, plan review and code enforcement. This position also requires possession of the Electrical Specialty Code Inspector certification issued by the State of Oregon or possess the qualifications to obtain the Electrical Specialty Code Inspector certification.

A Level Structural Plans Examiner, A Level Structural Inspector, A Level Mechanical Inspector, Fire and Life Safety Plans Examiner, Residential Structural Inspector, Residential Plans Examiner and Residential Plumbing Inspector is preferred. Candidates must have a valid driver's license by time of hire. Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities.

**Necessary Knowledge, Skills and Abilities:**

- Considerable Ability to understand, interpret, explain, and apply city, state and federal laws and ensure compliance with the Building Code.
- Experience working independently and making sound decision under general or minimal supervision.
- Ability to manage multiple projects, including coordinating processes and activities with others.

- Experience preparing clear, concise, and comprehensive statements, reports, and other various written materials.
- Ability to perform complicated calculations, computation, and analyses.
- Ability to explain policies and procedures and respond appropriately to questions or concerns from other employees, departments, city management, elected officials, homeowners, external third parties, other jurisdictions, and the general public.
- Skill in communicating effectively, clearly, and concisely, both verbally and in writing.

**COMPENSATION & BENEFITS**

- **\$85,127 - \$100,060 DOQ**
- Excellent Medical, Dental and Vision Insurance (City pays for cost of employee plus one dependent. Employee picks up portion of any additional dependents).
- Life Insurance
- VEBA Account
- Oregon PERS
- 10 Paid Holidays
- Generous Employee Leave Programs
- Optional Deferred Compensation
- Tuition Reimbursement Programs
- Health and Fitness Programs
- Bilingual Pay Program

Please visit  
[www.umatilla-city.org](http://www.umatilla-city.org)

The City of Umatilla is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **October 26, 2020** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**City of Umatilla, OR – Electrical Inspector**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



[www.prothman.com](http://www.prothman.com)

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