

ENVIRONMENTAL SERVICES INSPECTOR

PURPOSE AND NATURE OF WORK

Positions in this class are responsible for enforcement of ordinances covering garbage, trash and weeds, and junked property. Work involves conducting field inspections to ensure compliance with ordinances which prohibit the creation of unsanitary and unsightly conditions. Work is performed under the general supervision of the Environmental Codes Supervisor, and these positions are not supervisory.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Conducts systemic inspections throughout Lafayette to determine where violations exist. Checks for tall grass, trash, solid waste, junked vehicles, noxious growth, overflowing dumpsters, open burning, etc. Researches property ownership through tax assessment records, utility billing records, plats, transfers of ownership, annexation records, clerk of court records, and other sources. Notifies property owners of violations and inspects again to see if problem has been corrected. Takes appropriate action to remedy conditions if necessary and processes paperwork so property owners can be billed for charges incurred. Utilizes records of the Office of Motor Vehicles and Police Department to research ownership of junked vehicles. May appear at court hearings where legal enforcement of ordinances is required.

Performs related work as required.

NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS

Considerable knowledge of appropriate municipal ordinances applicable to area of assigned work.

Considerable knowledge of techniques applied in securing compliance with appropriate ordinances.

Ability to exercise tact and patience in securing compliance with applicable ordinances.

Ability to maintain standard office records.

Ability to understand and follow oral and written instructions.

Ability to effectively determine property ownership through use of courthouse records.

Ability to establish and maintain effective working relationships with government officials and employees as well as the general public.

DESIRABLE TRAINING AND EXPERIENCE

High school graduation and experience in public contact work; or any equivalent combination of training and experience.