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PLANS EXAMINER

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Company: Arizona Official Website of State of Arizona

Location: United States

Category: business-and-financial-operations

Job Summary:

This position is responsible for reviewing submitted construction and installation plans for compliance with Statute, Rule, adopted codes and standards. Provides regulatory and code guidance to department personnel, licensees, local jurisdictions, registrants, contractors, and the public. Reporting, data collection, and record keeping.

The State of Arizona strives for a work culture that affords employees flexibility, autonomy, and trust. Across our many agencies, boards, and commissions, many State employees participate in the State's Remote Work Program and are able to work remotely in their homes, in offices, and in hoteling spaces. All work, including remote work, shall be performed within Arizona.

Job Duties:

This position reviews factory built building construction and installation plans, manufactured housing installation and accessory plans, compliance assurance manuals for compliance with Statute, Rule, adopted codes and standards. Executes projects while monitoring and tracking progress to ensure compliance with timing regulations. Works with other Agency personnel to ensure consistent program compliance. Provides administrative and technical support to the Plan Review Manager, Division Administrator, Deputy Director, and other staff within the Department. Interaction with licensees, public, local jurisdictions, and third party entities contracted with the department.

This position is available for remote work within Arizona (including in office hoteling), as well as

a flexible schedule.

Knowledge, Skills & Abilities (KSAs):

Candidates must have a valid Arizona driver's license and certified through a recognized certification program for the appropriate 5 years of experience. Knowledge of Federal regulations; State statutes and Rules; Adopted building codes; construction, manufacturing, and installation methods related to regulated buildings. Basic statistical and data gathering techniques; continuous improvement methodology.

Selective Preference(s): Pre-Employment Requirements:

All newly hired State employees are subject to and must successfully complete the Electronic Employment Eligibility Verification Program (E-Verify).

Benefits:

The State of Arizona offers an excellent comprehensive benefits package including:

- Flexible schedules to create a work/life balance
- Paid Parental Leave-Up to 12 weeks per year paid leave for newborn or newly placed foster/adopted child (pilot program)
- Participation in the Arizona State Retirement System (ASRS)
- Vacation with 10 paid holidays per year
- Sick Leave
- Health and Dental Insurance
- Life insurance and long-term disability insurance

Optional employee benefits include short-term disability insurance, deferred compensation plans, and supplemental life insurance.

By providing the option of a remote work schedule, employees enjoy improved work/life balance, report higher job satisfaction, and are more productive. Remote work is a management option and not an employee entitlement or right. An agency may terminate a remote work agreement at its discretion.

Learn more about the Paid Parental Leave pilot program . For a complete list of benefits provided by The State of Arizona, please visit our

Retirement:

State employees are required to participate in the Arizona State Retirement System

(ASRS), the State sponsored retirement contribution plan and the Long-Term Disability (LTD) program. New ASRS members will have a 27-week waiting period for membership. The ASRS defined benefit plan provides for life-long income upon retirement.

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