



**Code: 2143**  
Family: Construction, Maintenance, and Skilled Labor  
Service: Health and Welfare  
Group: Inspectional  
Series: Building Inspection

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## **CLASS TITLE: HOUSE DRAIN INSPECTOR**

### **CHARACTERISTICS OF THE CLASS**

Under general supervision, inspects house drains that carry sewage and/or surface water from a single property to the main sewer in the public way in response to complaints, requests for inspection for repairs or new construction done under permit, or as part of the City of Chicago's Private Drain Program; and performs related duties as required

### **ESSENTIAL DUTIES**

- Responds to service requests from homeowners with complaints of water in basement or collapsed streets; investigates complaints and looks for evidence of broken pipe connections; tests for sewer leaks by conducting dye tests; explains findings to residents
- Conducts inspections of permitted work by contractors / licensed drain layers installing new lateral drains, repairing existing lateral drains, and making connections between the City's main sewer and private lateral drains leading from new or existing housing structures
- Reviews camera footage of the interior of lateral drain (e.g. stub), visually inspecting and checking for any type of damage or corrosion to the existing drain pipe; verifies and determines whether drain pipe is in good condition for re-use and connection with main sewer
- Informs contractor if existing drain pipe cannot be used, requiring the installation of a new drain pipe, and tapping of the main sewer with a coring machine to make the connection
- Ensures house drains are inspected as required using closed circuit television and/or rodded, with the contractor submitting a copy of the videotaped
- Inspects new drain laying work, checking for proper elevation and bedding of pipe, appropriate pipe materials, backfill, and pipe size and other requirements
- Inspects main sewer before and after coring and sealing of sewer connection, taking photographs to verify that connection was made properly with no damage to the main sewer
- Reviews permits to ensure sewer connections, house drain repairs and construction work is in compliance with sewer permit requirements and applicable sections of the municipal code
- Conducts inspections for the Private Drain Program to identify source of problem and location site(s) where repairs are needed (public right of way or private property); reviews drawings to verify location of private drain, takes measurements and observes private contractor rod, clear blockages and videotape the interior condition of private drain
- Inspects installation of flood control systems for compliance with permit, checking size and capacity of pump, size of drain tail pipes and materials used
- Issues violation notices to contractors found to be working without required licenses, improper permits, no permits, and work not in compliance with issued permit
- Prepares reports and maintains records of inspections conducted

**NOTE:** *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

**MINIMUM QUALIFICATIONS****Education, Training, and Experience**

- A combination of education, training and experience suitable to obtain a plumber's license as issued by the State of Illinois or the City of Chicago
- A current Drainlayers License, Classification C, as issued by the City of Chicago is desirable

**Licensure, Certification, or Other Qualifications**

- A valid plumber's license issued by either the State of Illinois or the City of Chicago is required
- A valid State of Illinois driver's license is required
- Must have the permanent use of an automobile that is properly insured, including a clause specifically insuring the City of Chicago from accident liability

**WORKING CONDITIONS**

- General office environment
- Exposure to outdoor weather conditions
- Exposure to hazardous conditions (e.g., construction sites)

**EQUIPMENT**

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine, calculator)
- Computers and peripheral equipment (e.g., personal computer, computer terminals, hand-held computer)
- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves)
- Cameras and related video and photography equipment

**PHYSICAL REQUIREMENTS**

- Ability to walk and stand for extended or continuous periods of time
- Ability to climb staircases, ladders, and/or step stools
- Ability to access multi-level structures and other spaces

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS****Knowledge**

Moderate knowledge of:

- \*plumbing principles, theory, methods, and procedures
- \*safety and code standards (e.g. plumbing and sanitation requirements for water-waste, sewer and drainage systems)
- \*sewer construction or drain laying construction and work procedures
- applicable provisions of the municipal code relating to sewer permit requirements
- excavation and trenching safety work practices for drainage systems and laying drains
- use of safety equipment and protective gear

Some knowledge of:

- personal computer operations and applicable software

Knowledge of applicable City and department policies, procedures, rules, and regulations

**Skills**

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- CUSTOMER SERVICE SKILLS – Interact and communicate with customers in a courteous and helpful manner, speaking distinctly, answering questions and resolving issues

**Abilities**

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense

**Other Work Requirements**

- LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction
- DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- ANALYTICAL THINKING - Analyze information and using logic to address work or job issues and problems

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All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

\* May be required at entry.

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City of Chicago  
Department of Human Resources  
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