

STATE OF NEBRASKA CLASS SPECIFICATION
BOILER INSPECTION PROGRAM MANAGER

EST: 02/70 – REV: 01/11
CLASS CODE: V62612

DESCRIPTION: Under the administrative direction of the State Labor Commissioner, supervises a statewide program of boiler and pressure vessel installations inspection; performs full-performance technical field inspections and investigations to ensure compliance with State safety laws and regulations; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the second classification level of two in the Boiler Inspector series. Positions allocated to this class, on a regular and recurring basis, supervise Boiler Inspectors and other staff assigned to the boiler inspection program. Positions allocated to the Boiler Inspector class perform inspections at the full-performance level, but do not have supervisory responsibilities.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Directs the operations of the State's Boiler Inspection Program and associated staff to ensure the appropriate application of administrative and/or program policies.

Plans, assigns, directs and evaluates the work of assigned staff including recommending personnel actions related to selection, disciplinary procedures, performance, leaves of absence, grievances, work schedules and assignments to ensure the efficient and effective accomplishment of work.

Trains assigned staff in the policies and procedures relevant to the boiler inspection program to improve and maintain job performance levels.

Conducts boiler inspections as required by federal, State, and local safety laws, rules and regulations.

Collects, coordinates and reports on boiler and pressure vessel installation and inspection data to the required authorities.

Approves and issues certificates of inspection for boiler and pressure vessel installations.

Coordinates and approves boiler and pressure vessel inspections conducted by other responsible firms and agencies.

Restricts operation or condemns equipment when warranted by inspections.

Provides professional advice and counsel on new and remodeling installations.

Supplies public information on requirements pertaining to boiler and/or pressure vessel installations.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: the principles and techniques of supervision; the laws, rules and regulations pertaining to the operation of boilers and pressure vessels; approved methods of installations, design, operation and maintenance and repair of all types of boilers and pressure vessels; safety factors involved in the operation of high-pressure boilers and unfired pressure vessels.

Skill in: operating technical equipment; analyzing and interpreting data.

Ability to: plan, assign, direct and evaluate the work of assigned staff; operate various types of boilers and pressure vessels; conduct boiler and pressure vessel inspections; interpret and apply safety codes and standards including the Boiler Inspection Act; operate a personal computer and other general office equipment; establish and maintain effective working relationships with inspection agencies, the general public, installation firms, owners and operating employees; calculate solutions to mathematical problems using addition, subtraction, multiplication, division, fractions, decimals and percentages; communicate effectively with others; convey information and findings clearly; prepare reports; perform work in confined spaces; climb ladders; lift, push, pull, bend and stoop; identify details on boilers and/or pressure vessels to determine defects; distinguish colors and shades to identify specific water contaminants or other defects.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Ten years documented coursework/training and/or experience in the construction, installation, repair, operation and inspection of boilers, steam generators, super-heaters and pressure vessels and Commission from the National Board of Boiler and Pressure Vessel Inspectors with an “A” endorsement and “B” endorsement or the ability to acquire a “B” endorsement within 18 months of employment.

SPECIAL NOTES:

Positions in this class may require an employee to possess a valid driver’s license, or the ability to provide independent authorized transportation, in order to perform work-related travel.

Positions allocated to this class will be assigned tasks that regularly require working in hot, loud and dusty areas and confined spaces. On occasion, incumbents may be required to lift up to 50 pounds.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).