



Construction Inspector

Department of Infrastructure & Development

SALARY	TYPE	SCHEDULE	DATE POSTED	BENEFITS
\$44,040-\$49,596	Fulltime	M-F 8:30am-4:30pm	6/30/2026	Full Benefits

DEPARTMENT PROFILE

The Infrastructure and Development Department is responsible for administering all infrastructure and development projects in the City. The department is the one-stop-shop for developers entering the City to have projects reviewed through all phases including Planning, Engineering, Traffic Control, Building Permits, Fire Marshal, and Construction Inspection.

POSITION PROFILE

The Construction Inspector is responsible for inspecting progress and quality of work at City-permitted private development and utility projects and at City-owned infrastructure, buildings, and parks projects. Work inspected includes water, sewer, asphalt, and concrete. Inspections require daily reports and site visits and may include material testing. The Inspector also performs stormwater (BMP and IDDE) inspections to support compliance with the City's MS4 stormwater permit. Construction Inspectors work collaboratively with one another, support staff and departments throughout the City, foster positive relationships with contractors and the public, and perform other duties as assigned.

EDUCATION

High school diploma or equivalent required

Completed trade programs, Associate's, Bachelor's, or Certificate in Construction or related fields is preferred.

EXPERIENCE

ACI, MAA, NICET, NPDES, and APWA certifications are preferred.

Valid Driver's License required.

HOW TO APPLY

1. Visit [Salisbury.md/apply](https://salisbury.md/apply)
2. Submit City Application, Cover Letter, and Resume

The City of Salisbury is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran status, or disability status.

Capital of the Eastern Shore

REQUIREMENTS / CERTIFICATION

Valid driver's license required

City of Salisbury, MD

Classification Description

Classification Title: Construction Inspector

Grade: 5

Department: Infrastructure & Development

FLSA Status: NE

Date: 01/20/26

Position Profile:

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Duties and Responsibilities

Administration/Task Management: Holds self-accountable for assigned responsibilities; sees tasks through to completion in a timely manner.

- Performs administrative duties to include preparing, reviewing and updating daily reports.
- Coordinates completion of projects by ensuring completion of all project paperwork, and coordinates and schedules inspections with project managers and/or contractors.
- Prepares, reviews and updates a variety of reports including daily project reports, monthly pay.
- Estimates, and project status reports, verify quantities and review contractor pay requests.
- Prepares and maintains a variety of files and records.
- Performs other duties as assigned.

Skills Proficiency/Technical Aptitude: Skillful in use of tools, hardware, software, and equipment.

- Conducts site inspections for new projects including site work, utilities, storm water management facilities, storm sewers, concrete structures, paving, and franchised utility work.
- Reviews and evaluates specifications and drawings prior to project pre-construction meetings, prepares and assembles pre-construction questions and suggestions for review.
- Attends and participates in a variety of meetings including pre-construction and post-construction.
- Provides and verifies completion of all pre-construction paperwork including attendance, construction project call lists, required permits, and contact names and phone numbers.
- Inspects the City's stormwater outfalls and identifies illicit discharges. Logs and tracks any illicit discharges.
- Establishes and maintains working contact with project staff and contractors, answers questions and provides information to, City staff, and contractors regarding projects.
- Investigates complaints and recommends corrective action as necessary to resolve complaints.
- Checks for proper use and placement of traffic control devices to ensure compliance with Manual on Uniform Traffic Control Devices(MUTCD).
- Checks for proper use and placement of erosion and sediment controls to ensure compliance with MDE.
- Provide technical support to assist division supervisor, and other support staff in the completion of their duties and responsibilities.
- Performs other duties as assigned.

Leadership/Role Model: Acts a role model and peer leader among his teammates and colleagues.

- Coordinates project completion
- Act as a representative of City of Salisbury to the public.
- Effectively and accurately make reasonable and logical judgments

Stewardship/Resources: Safeguards equipment, supplies and materials.

Development/Professional Development: Participate in opportunities to earn or maintain professional credentials and certifications.

Performance Expectations

- **Communication:** Articulates thoughts and ideas clearly and effectively to exchange information. Listens to others and provides useful feedback.

- **Work Ethic:** Demonstrates personal accountability, effective work habits, integrity and ethical behavior.
- **Teamwork:** Works well as a part of a team through respectful and collaborative relationships with colleagues, customers, affiliates and stakeholder groups.
- **Problem Solving:** Improves, designs, refines, finds and invents criteria to combine in order to resolve problems. This combines creative and critical thinking.
- **Initiative:** Determines what needs to be done and acts on it. Takes charge before others do and/or without being instructed.

Education and Experience

- High school diploma or G.E.D. required.
- Associate's, Bachelor's, or Certificate in Construction or related fields is preferred.
- Two years of experience with field construction or trade work is required. Relevant education or related experience may be considered as equivalent.
- Experience with Maintenance Of Traffic (MOT) preferred.

Certificates, Licenses, Registrations, and Skills

- Valid Driver's License required.
- ACI, MAA, NICET, NPDES, and APWA certifications are preferred.
- Maryland Erosion & Sediment Control Certification is a plus.
- Construction Certification is a plus.
- Any equivalent training, education, and/or experience is a plus.

Physical Requirements

- Work requires occasional physical effort in the handling of materials up to 80 pounds and/or continual standing or walking 60%+ of the time.
- The work involves risks or discomforts which require special safety precautions, e.g., working around moving parts, heavy equipment, machines, or chemical substances, etc. and observance of traffic signals when driving. May require working in adverse weather conditions.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.