



**ECTOR COUNTY, TEXAS
HUMAN RESOURCES DEPARTMENT**

**DEVELOPMENT SERVICES
ON-SITE SEWAGE FACILITY (OSSF) INSPECTOR**

Ector County Development Services Department is seeking an OSSF inspector.

General Description

Receives, reviews & inspects all that pertains an OSSF. Coordinates activity with OSSF installers and County staff.

Essential Duties

- Inspection of all application & complaint submitted to Development Services for OSSF.
- Obtain and maintain Designated Representative (DR) license and any other license associated with OSSFs.
- Up to date with current OSSF regulations from the State of Texas and TCEQ.
- Reviews and interprets plan sheets, plats, and other documents for accuracy and compliance with applicable standards and regulations.
- Efficiently communicates with installers, Registered Sanitarians, engineers and citizens.
- Receives and responds to concerns and/ or complaints from contractors, installers, engineers, departments, business owners, property owners, citizens, and/or interested parties.
- Maintains a variety of records related to inspections, drawing, files, forms, and other related records.
- Maintains photo records of all inspected OSSF's.
- Performs related duties as required by the Permit Manager.

Educational Requirements

Must have High School Diploma or its equivalent. Must be able to obtain Designated Representative (DR) license within 6 months of hire.

Physical & Work Environment

Employee must have the ability to sit, stand and drive a vehicle to and from work sites. Ability to lift 20 pounds. During inspections, the employee will be exposed to seasonal temperatures while performing on-site duties. Ability to bend, kneel and climb while inspecting OSSFs.

Qualifications

State of Texas Class C driver's license.

Bilingual Spanish is preferred but not required.

1010 E. 8th Street, Suite 126, Odessa, Texas 432-498-4025 www.co.ector.tx.us

Risk Management/Insurance Department
Office: (432)-498-4011
Fax (432) 498-4097

Payroll/Retirement Department
Office: (432)498-4026
Fax: (432)498-4097

APPLICATION DEADLINE: Until sufficient applications have been submitted for consideration

Please apply online at <https://www.co.ector.tx.us/page/ector.jobopenings> or in the Human Resources Department at the Ector County Annex Building 1010 E. 8th Street, Room 126, Odessa, Texas. Ector County does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.

NOTICE: Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization. Passing a preemployment urinalysis drug screen is required.