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# Example of Civil Inspector Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of civil inspector. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for civil inspector

* Maintaining reporting requirements and conduct investigations if necessary
* Formal qualifications in engineering, construction or a trade is preferred
* Ability to demonstrate and follow safety policies and practices
* Provide general inspection of construction activities for multiple projects, monitoring site work and installations by contractors, utility providers, per contract specifications
* Audit projects for cost and constructability based on specified site plans and drawings
* Assist in the preparation of bid documents and technical specifications
* Participate in regularly scheduled staff meetings and communicate all issues of importance to management
* Timely and accurate completion of all reports and records maintenance
* Keep daily records of all utilities work
* Carry out daily inspections of all utility work and sign off the relevant part of the contractor’s RFI’s in a timely manner

## Qualifications for civil inspector

* 5+ years of expeirence
* Experience in Civil/Architectural quality assurance construction inspection
* Intermediate or expert computer and software skills to include the use of word processing and email the basic or intermediate use of spreadsheets and electronic presentations
* Degree/Diploma in related field with min 5-7 years’ experience in Landscape out of which 2-3 years in the UAE
* Minimum 10 years of experience within similar projects
* Middle East experience is essential and experience in Bahrain will be preferred